

## Media Guide

### Informal Meeting of Ministers for Culture 27 June 2005

#### Neumünster Abbey (Luxembourg)

#### A. Media programme

Monday, 27 June 2005

- 9.15 am - 11am      **Room Robert Krieps**  
European Forum for Architectural Politics  
Followed by a working session of Ministers  
**In the presence of the visual media (at the beginning of the forum)**
- 11.15 am            Family photo  
**In the presence of the visual media**
- 11.30 am - 12.30 pm    **Room A 22**  
Second working session  
**Visual media : *tour de table* at the beginning of the working session**
- 1.00 pm              Ministers' lunch
- 2.30 pm - 4.00 pm    **Room A 22**  
Third working session
- 4.00 pm              **Room A 11**  
Press conference  
In the presence of Mr. François Biltgen, Ms Octavie Modert and Mr Jan Figel  
Languages : French / English  
**In the presence of all the media**

#### B. Neumünster Abbey

Located on the banks of the River Alzette, in the old suburb of Grund in the City of Luxembourg, Neumünster Abbey is on the itinerary of the Wenceslas Walk. Over the centuries it served as a prison, and during the Nazi occupation it was a transit point for the many Luxembourg citizens deported as forced labour. It ceased to be a place of detention in the mid-1980s. At a total cost of 39 million euros, renovation work has remained faithful to the spirit of the building.

It is to be a place of multi-disciplinary artistic creation to the maxim "Identity and Multiculturalism". Covering an area of more than 12,000 m<sup>2</sup>, the institution has the most modern infrastructure (conference hall with simultaneous translation facilities, theatre, exhibition spaces, media library, studios for resident artists and so on). It enables local and international cultural actors to exchange ideas, experiences and the fruits of their research.

## 1. The press centre

The press centre is located in the room A 13 of the Neumünster Abbey. It offers computers with free Internet access. Wireless lan is another service provided by the Luxembourg Presidency.

### **Opening hours of the press centre :**

Monday 27 June 2005 : 8.30 am – 7.00 pm

## 2. Address

Centre culturel de rencontre Abbaye de Neumünster  
28, rue Münster  
L-2160 Luxembourg

## 3. Access to the Abbey

### **By car :**

Some parking places are available in front of the Abbey. A big car parking is situated near the Abbey, on the Holy Ghost stage.

If you use this car parking, please take the elevator to the « Grund ». Go straightforward at the end of the tunnel. Pass the small bridge and take the first street at your left.

If you come to the Abbey by car via the Avenue de la gare :

Turn over to the left to the Boulevard de la Pétrusse

Turn to the right in the Rue de Prague

Enter the Rue St. Ulric

Pass the small bridge

Take the street to your right

### **By the bus shuttle of the Presidency :**

You can use for free the bus shuttle of the Presidency. It stops in the city centre of Luxembourg. You then have to take the elevator on the Holy-Ghost Stage to access to the « Grund ». The timetable of the bus shuttle service is available on the website of the Presidency.

### **By the bus of Luxembourg-city :**

Take the bus « Grund » at the plateform 7 at the central station or at the plateform 7 of the Centre Hamilius. It leaves every 30 minutes (at '15 and at '45) at the central station. Get down at « Stadtgronn-Bréck ». Pass the small bridge and take the first street at your left.

## 4. Accreditation

Media accreditation is compulsory for ministerial meetings. Access to the Abbey will only be granted to media representatives who are duly accredited

Accreditation badges (yellow) must be collected personally at the accreditation desk at the first level of the Abbey and are not transferable.

The identification badge will only be issued on presentation of :

- a valid passport or national identity card with a photograph,
- a valid press card or an ORIGINAL letter from the newspaper's editorial office signed by the editor-in-chief, stating the professional status of those persons who do not have a press card.

Accreditation badges must be worn visibly throughout the meeting.

### **Opening hours of the accreditation desk**

Monday 27 June 2005 : 8.30 am – 4.00 pm

## 5. TV and radio

Broadcasting Center Europe (BCE) will provide support for sending your images.

### **Contact :**

Nico Raths

Tel. : (+352) 2480-7016

Mobile : (+352) 021-193 887

Mobile : (+352) 021-148 100

E-mail : [nico\\_raths@bce.lu](mailto:nico_raths@bce.lu)

### **Address :**

45, boulevard Pierre Frieden

L-1543 Luxembourg

## 6. Photo service

The Presidency provides photo coverage. Photos can be downloaded from:  
<http://www.eu2005.lu/en/actualites/photos/index.html>

## C. Services

### 1. Catering

The Abbey offers catering facilities.

#### **Refreshments**

Refreshments are continuously served in the media working room.

#### **Lunch**

Lunch will be served at the room A 21 at the second floor of the Abbey from 1 p.m. to 2.30 p.m.

## D. General information

### 1. Safety

Ambulance

Tel. : 112

Emergencies (Police)

Tel. : 113

IT Helpdesk

Tel. : (+352) 22 74 99 99

### 2. Telephone communications

#### **Information**

Online phone directory of Luxembourg <http://www.editus.lu>

National phone numbers Tel: (+352) 118 17

International phone numbers Tel: (+352) 118 16

#### **International phone calls**

In order to call Luxembourg from abroad, please dial +352 followed by the phone or fax number of your correspondent.

For a call from Luxembourg, please dial 00 followed by the country code and the phone number of your correspondent.

Austria	43
Belgium	32
Bulgaria	359
Croatia	357
Cyprus	385
Czech Republic	420
Denmark	45
Estonia	372
Finland	358
France	33
Germany	49
Greece	30
Hungary	36
Ireland	35
Italy	39
Latvia	371
Lithuania	370
Malta	356
Netherlands, the	31
Poland	48
Portugal	351
Romania	40
United Kingdom	44
Slovakia	421
Slovenia	386
Spain	34
Sweden	46
Turkey	90

#### **4. Tourism and hotel reservation**

##### **Luxembourg National Tourist Office (NTO)**

Tel: (+352) 48 11 99

E-mail: [info@ont.lu](mailto:info@ont.lu)

<http://www.ont.lu>

##### **Luxembourg City Tourist Office (LCTO)**

Tel: (+352) 22 28 09

E-mail: [touristinfo@luxembourg-city.lu](mailto:touristinfo@luxembourg-city.lu)

<http://www.lcto.lu>

#### **5. Transport**

##### **Luxembourg national railways (CFL)**

Tel: (+352) 49 90 49 90 (information and reservation)

Fax: (+352) 49 35 32

E-mail: [info@cfl.lu](mailto:info@cfl.lu)

<http://www.cfl.lu>

##### **Airport – Luxembourg-Findel**

Tel: (+352) 2456 50 50 (information)

<http://www.luxair.lu>

**Municipal bus service**

Tel: (+352) 47 96 29 75

<http://www.autobus.lu>

**Breakdown service**

Automobile Club du Grand-Duché de Luxembourg

Tel (breakdown service): (+352) 26 000

Tel (other services): (+352) 45 00 45-1

Fax: (+352) 45 04 55

<http://www.acl.lu>

**Taxis**

Please ask the Presidency staff to call you a taxi.

**6. Other useful contacts****Information and Press Service of the Government**

33, boulevard Roosevelt

L-2450 Luxembourg

Tel: (+352) 478-2181

Fax: (+352) 47 02 85

E-mail: [info@sip.etat.lu](mailto:info@sip.etat.lu)

<http://www.gouvernement.lu>

**Ministry for Foreign Affairs and Immigration**

5, rue Notre-Dame

L-2240 Luxembourg

Tel: (+352) 478 24 49

Fax: (+352) 22 32 85

E-mail: [officielle.boite@mae.etat.lu](mailto:officielle.boite@mae.etat.lu)

<http://www.mae.lu>

**F. Guided tours****Notice for the media wishing to realize a portrayal of the Grand Duchy of Luxembourg**

Television crews, cameramen, journalists and photographers, already accredited by the Press and Information Service of the Government, may contact the National Tourist Office (NTO) in order to obtain information for a portrayal of the Grand Duchy of Luxembourg within the framework of the Luxembourg Presidency of the European Union.

Upon request, the NTO, in cooperation with the Luxembourg City Tourist Office and local tourist boards, will provide – free of charge – guided tours meeting with their specific needs. The departure point, time and duration of the guided tour will be determined according to the availability of the media representatives.

For technical reasons, contacting the press service of the NTO several days before arriving in Luxembourg is recommended. As far as possible, an escort may be provided at the last minute.

Furthermore, the NTO will provide the media with photos on CD representing sights of the Grand Duchy of Luxembourg and Luxembourg City. Upon request, television crews will be able to obtain from the NTO a Betacam version of a film of the Grand Duchy of Luxembourg, free of copyright. Please note that a selection of press releases on recent news in the tourist department of the Grand Duchy is listed in the section “Presse professionnelle” of the Internet site [www.visitluxembourg.lu](http://www.visitluxembourg.lu) ([www.ont/presse.lu](http://www.ont/presse.lu)).

The NTO press service as well as its reception centre at the railway station (open seven days a week, tel: (352) 48 11 99, fax: (352) 42 82 82 30) and the “Luxembourg Presidency” desk at the airport (open seven days a week) are available to the media for all additional information.

**NTO contact points:**

Jean-Claude Conter, in charge of the National Tourist Office Press Service

Tel: (+352) 42 82 82 25

E-mail: [jeanclaude.conter@ont.lu](mailto:jeanclaude.conter@ont.lu)

Pit Gelz, National Tourist Office Press Service

Tel: (+352) 42 82 82 33

E-mail: [pit.gelz@ont.lu](mailto:pit.gelz@ont.lu)

Fax: (+352) 42 82 82 38