



**UN-OECD Practical Workshop
on the Negotiation of Tax Treaties
Vienna, Austria, 30 May – 03 June 2016**



INFORMATION NOTE

General

The UN-OECD Practical Workshop on the Negotiation of Tax Treaties will be held on 30 May – 03 June 2016 in Vienna, Austria, between 8:30 am and 5:30 pm.

Venue

The Course will be held at the Austrian Federal Academy of Finance:

Bundesfinanzakademie
OECD Multilateral Tax Center
13 Sonnwendgasse
1100 Vienna
Tel.: (43-1) 717 44 0
Fax: (43 1) 71744 5971000

(see attached information)

Travel

Visa:

Participants should obtain a visa through the Consulate of Austria in their home country, if required.

Air ticket:

The electronic ticket will be issued by American Express Travel and a tentative itinerary will be sent to participants prior to the issuance of the ticket. Tickets will be issued by American Express once they have received the authorization from the United Nations.

Please remember to **KEEP ALL YOUR BOARDING PASSES**. They are needed in order to collect the balance of the Daily Subsistence Allowance (see below).

Allowances:

You will also be provided with Supplemental Daily Subsistence Allowance (DSA) for 5 nights at approximately US\$130.00 per night and Terminal Expenses (TE) of US\$152.00 to cover your transportation between the airport and the hotel.

Accommodations & Transportation

Participants will be provided with free accommodations in Vienna, thanks to the generosity of the Austrian Government.

Hotel Zeitgeist
15 Sonnwendgasse
1100 Wien
Phone: +43 (0)1 90265
<http://www.zeitgeist-vienna.com/>

Language

The working language of the meeting is English.

Contact Information

For substantive information:

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For administrative/travel-related information:

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