

Dear Baltic Sea e-Nav project partners,

We are delighted to invite you to the upcoming Baltic Sea e-Nav project partner meeting, scheduled for December 3th - 4th, 2024, in Tallinn, Estonia. The meeting will be hosted by Transport Administration of the Republic of Estonia.

Meeting details

The meeting venue will be at the Tallink Spa and Conference Hotel:
Conference Center of Tallink Spa and Conference Hotel
Sadama 11a 10111 Tallinn

<https://hotels.tallink.com/tallink-spa-conference-hotel>

Date & Time :

Tuesday, December 3th, 2024, starting at 13:00 (EET) and concluding on Wednesday, December 4th, 2024, at approximately 17:00.

Refreshments: Lunch and coffee will be provided during the sessions.

Dinner Arrangements: On Tuesday, December 3th, 2024, at 19:00, we have reserved the buffe-type dinner at the Nero restaurant in the same hotel. Costs will be covered by host.

Programme

Below, you will find the programme with timings for the sessions and breaks. The lead partner will provide an agenda as the meeting date approaches.

Tuesday 3 December		Wednesday 4 December	
Time	Event	Time	Event
		10:00 – 11:00	Session 4
		11:00 – 11:30	Coffee break
		11:30 – 13:00	Session 5
13:00 – 14:00	Session 1	13:00 – 14:00	Lunch
14:00 – 14:30	Coffee break	14:00 – 15:30	Session 6
14:30 – 16:00	Session 2	15:30 – 16:00	Coffee break
16:00 – 16:30	Coffee break	16:00 – 17:00	Session 7
16:30 – 17:30	Session 3		
	19:00 – 21:30 dinner at restaurant Nero		

Accommodation

Participants are expected to make their own accommodation arrangements.

Estonian Transport Administration has pre-reserved rooms at the Tallink Spa and Conference Hotel. The price per room/night is set to 89 EUR/night (standard single) or 99 EUR/night (standard double). These set prices are valid for nights between 2 December and 5 December 2024. Prices include breakfast and usage of the spa center.

To get the set prices book your stay directly with the hotel through the hotel website, phone or email from below and use booking code TLNMEET2024

Please make your reservation before 22 November 2024.

Link for booking:

[Tallink Spa & Conference Hotel - TLNMEET2024](#)

Tallink Spa and Conference Hotel

Sadama 11a 10111 Tallinn

W <https://hotels.tallink.com/tallink-spa-conference-hotel>

T +372 630 1000

E tallinkhotels@tallink.ee

Registration

We kindly request all meeting participants to register their attendance using the query provided via the following link:

<https://forms.office.com/e/SNH8XaDUk9>

Please complete your registration no later than **November 15th, 2024**.

Transportation

Tallinn Airport (TLL) is located about 5 km from the Tallin city center.

Public Transport. Bus number 2 will take you to the Tallink Spa and Conference Hotel and also to City center. More information here <https://airport.ee/en/public-transport/> and check the route on Google Maps. Ticket for one hour (2€) can be purchased from the bus front door validator with contactless bank card. More information here

<https://www.tallinn.ee/en/pilet/how-buy-ticket>

Taxi. The journey by taxi takes 15-30 minutes depending on traffic. Taxis from Tallink ja Forus Companies are always available at the arrivals exit. Price to the Tallink Conference and Spa Hotel is approximately 15-20 euros depending on the traffic.

Ferry. If you arrive to Tallinn by ferry from Helsinki or Stockholm, then the best way is to walk to the hotel.

Parts of streets around the hotel are currently under construction and will be also under construction during the meeting. Please consider that it may take more time than usual to get to/from the hotel by bus or car.

Looking forward to seeing you all in Tallinn for a productive and enjoyable meeting.

Warm regards,

Peeter Väling

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Transport Administration of the Republic of Estonia

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