

13 February 2024
Logistical Note

Energy Innovation Forum

Last updated: 3 February 2024

International
Energy Agency

iea

This document outlines practical information and organisational aspects for the participants of the Energy Innovation Forum, taking place on 13 February 2024 at the OECD Conference Centre in the margins of the 2024 IEA Ministerial Meeting, which will mark the IEA's 50th Anniversary.

Revisions to this note will be available on the Energy Innovation Forum event platform in advance of the event date:

<https://www.iea-events.org/ministerial-2024/content/innovation-forum>.

Date and location

Tuesday 13 February 2024

08:30 to 19:30

OECD Conference Centre

2 rue André Pascal

75016, Paris

France



Agenda, format and seating arrangements

The Energy Innovation Forum is one element of the IEA 50th Anniversary Day at the IEA Ministerial Meeting 2024. Participants will have the opportunity to meet and network with attendees of other parallel energy-related events such as High-Level Ministerial Dialogues (HLD) and Everything Energy Talks. The day will conclude with a plenary session marking the IEA's 50th anniversary followed by a joint reception. Over 500 people are expected at the event location in total, including ministers and experts from IEA family countries, C-suite leaders from industry, international organisations, civil society and students.

The agenda is available [online at this link](#).

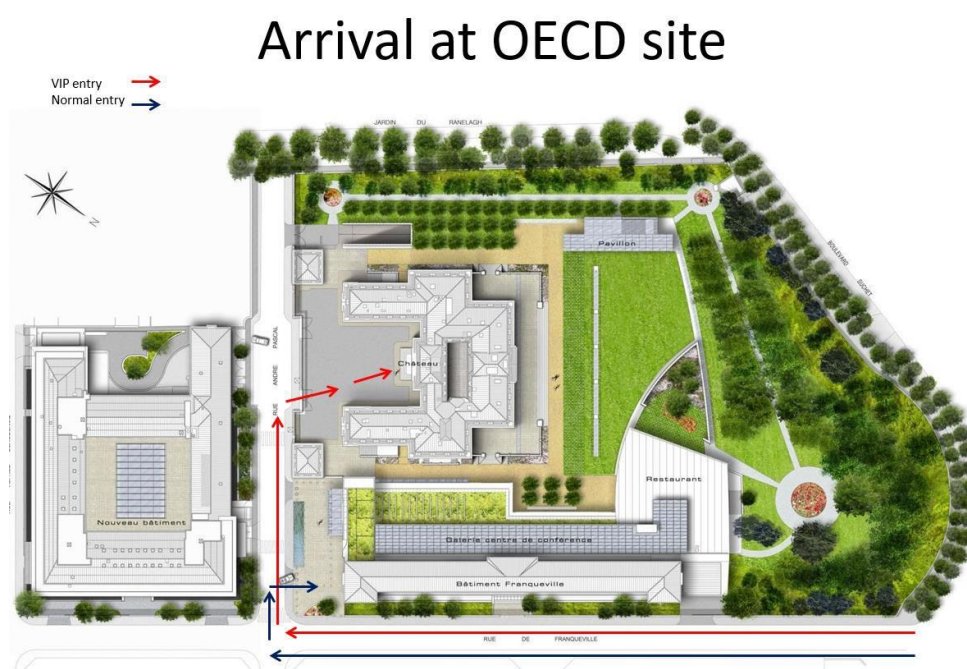
The first two sessions of the Energy Innovation Forum will set the scene with some inspiration and high-level panels. From 11:00 onwards, all sessions of the agenda will feature opening speakers who will frame and ignite an hour or more of open roundtable discussion. In these sessions, including the breakouts, contributions will be encouraged from all participants.

There has been a terrific response to the invitation to register for the Energy Innovation Forum, which means that it will not be possible for all participants to have a seat at the table in all sessions but it should be possible for representatives of all organisations to be at the table in at least one session. Nameplates will be used to designate table seats. Non-table (“second row”) seats will nonetheless be available in the room, including for accompanying persons from organisations with a seat at the table.

All registered participants will receive personalised information by 8 February 2024 with proposed allocations for the parallel lunchtime breakout sessions at 12:30 as well as a confirmation of the session(s) for which they will have a seat at the table.

Badges and access to the Conference Centre

There is one single pedestrian access point (blue arrows on map below) where attendees will be checked against registration lists. Non-registered participants will not be granted access to OECD premises. Departure will be via the same route.



All registered participants will be issued with a badge upon arrival at the OECD Conference Centre. This badge is essential for accessing the Energy Innovation Forum rooms and the 18:30 reception.

Badges may be collected at a dedicated desk in the arrival's hall. **To obtain badges it will necessary to present photo ID and a QR code that will be sent by email on 8 February 2024** from DoNotReply@mail.oecd.org. The QR code will be sent to the email address used to register on the [online event platform](#).

Badges will be colour- coded to designate access to different areas and, for security reasons, will include the individual's name and affiliation as entered in the registration form. It is therefore important to ensure the accuracy of information provided. Signs outside conference rooms will indicate which types of badge holders can enter.



Please allow extra time in case of queues at the entrance. **We strongly advise you to arrive early, from 8:00 am CET, to avoid bottlenecks at the registration desk.**

Additional materials

Information on the Energy Innovation Forum will be available to all registered participants on the [online event platform](#). All the content can be navigated with a dedicated smartphone app before and during the event. Paper copies of documents will not be available for environmental reasons.

Available information on the online event platform includes:

- List of participants (link)
- Social media pack for promoting and amplifying the event, most of which will be livestreamed. We encourage all attendees to make use of this material to help draw attention to the discussion and its messages.
- This logistics note (link).
- Information about the speakers

Catering

Coffee and tea will be available for all participants throughout the day in the foyer.

Lunchboxes will be provided for Energy Innovation Forum participants attending the lunchtime breakout sessions.

Those not attending a breakout session can order lunch to eat in the [Buffet du Parc](#) via <https://www.refectory.fr/en/menu> by selecting "OECD, La Muette" as the location. Lunches must be ordered by 10:30.

Livestreaming

The following sessions will be livestreamed via the online event platform and at iea.org:

- 08:30 Welcome and opening speeches
- 09:45 Reflections on 50 years of global cooperation and future needs
- 11:00 Expanding and enhancing the flow of new technologies
- 14:30 Defining an agenda for action for the IEA and other stakeholders
- 16:15 50th Anniversary Opening Plenary

In addition, the High-Level Dialogues (13 February), the official opening of the IEA Ministerial Meeting (14 February) and the Government-Industry Dialogue Opening Session and wrap up (14 February) will all be livestreamed.

It is expected that these streams will subsequently be hosted on the IEA YouTube channel.

Access to other elements of the IEA 50th Anniversary Day

The online event platform contains information about the other activities on 13 February at the same venue, including High-level Ministerial Dialogues on key energy topics and Everything Energy Talks.

As it will not be possible for all participants from these different activities to have a seat in the 50th Anniversary Opening Plenary at 16:15, Energy Innovation Forum attendees are encouraged to follow the speeches and panel discussions from an overflow room.

The joint reception at 18:30 is open to all Energy Innovation Forum participants and will likely finish around 20:00.

The event venue will also feature a small exhibition of “50 technologies that shaped energy”, including photos and examples of some cutting-edge technologies that are set to help transform the energy sector in the coming years.

Languages and interpretation

The Energy Information Forum will be held in English without interpretation.

Other amenities and onsite considerations

The OECD Conference Centre is **fully wheelchair accessible**. For further information on accessibility, please write to security@oecd.org.

Self-service **cloakrooms** will be available at the entry of Room CC1 and all other meeting rooms.

The OECD Conference Centre **wi-fi** is free of charge. The service set identifier (SSID) is HotspotOECD.

A **phone-charging** station is available at the bottom of the escalator.

The entire OECD venue is designated **non-smoking**. Electronic cigarettes are not permitted.

In case of an emergency (medical, fire, etc.) please dial 40 using any of the OECD telephones 08:00 and 19:00. The OECD Medical service is in close contact with the SAMU de Paris in case of any emergency.

Transport

Participants should arrange for their own transport to and from the event.

To plan your itinerary via public transportation use [the RATP website](#).

- Metro Line 9. La Muette station. 9 minutes by foot.
- RER C. Avenue Henri Martin station . 7 minutes by foot.
- RER C. Boulainvilliers station. 11 minutes by foot.
- Buses 22, 32, 52, 63, PC1. La Muette-Boulainvilliers, Octave Feuillet or Porte de La Muette stops.

Bicycle hire via [the Vélib-metropole website](#).

There is no public parking at the OECD. Metered parking in the vicinity is very limited.

Visas

Participants are responsible for applying for and obtaining their own visas to attend the meeting in Paris. The IEA can deliver a personalised letter of invitation if needed (please contact energyinnovation@iea.org).

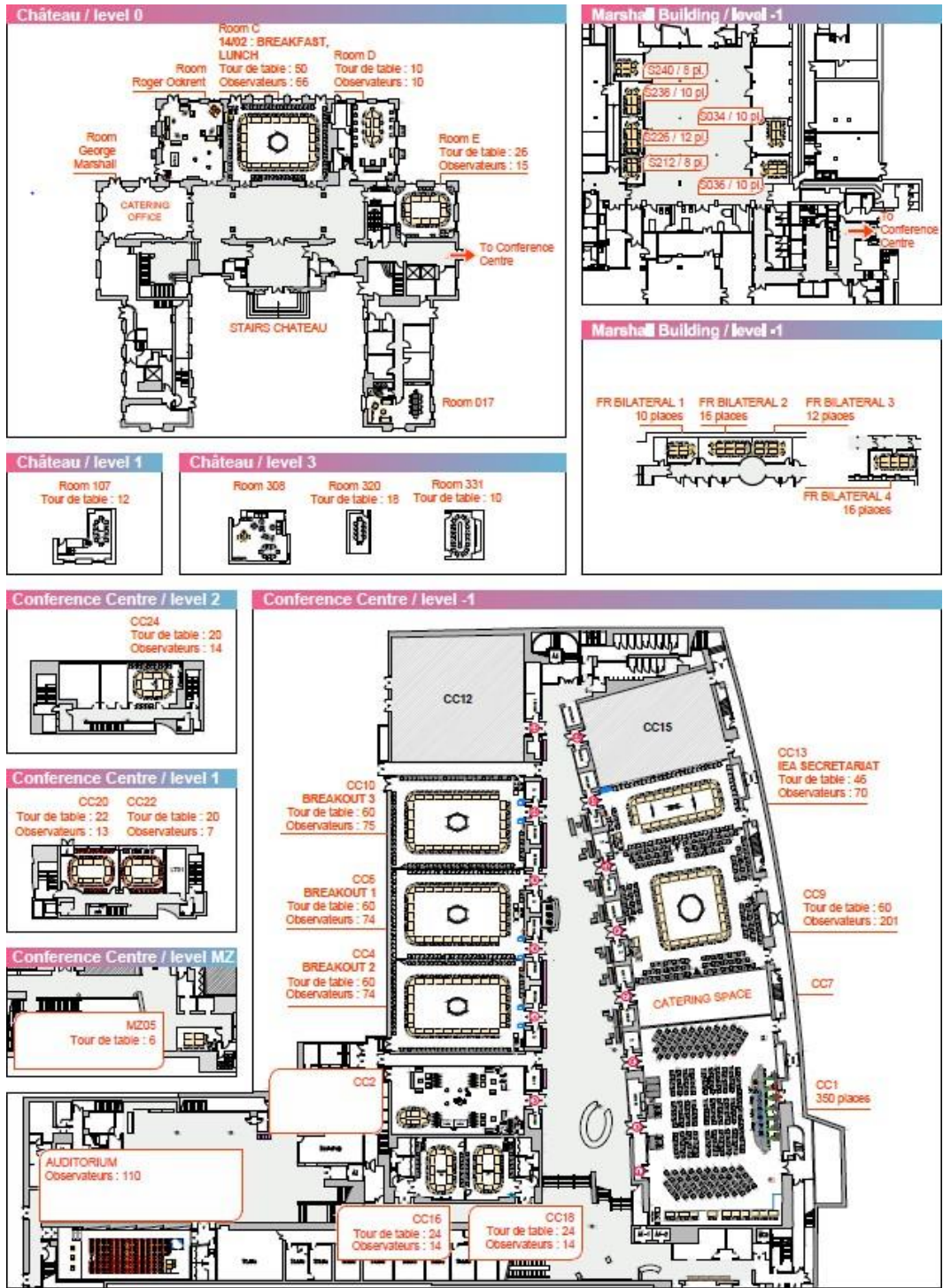
Citizens of the European Union do not require a visa for entry into France.

Non-EU citizens should consult the [French Ministry of Foreign Affairs website](#).

Questions

For any questions on the operational and logistical aspects of the event, please contact energyinnovation@iea.org.

Plans of the OECD Conference Centre



Accommodation

Participants are responsible for securing their own accommodation in Paris.

Some hotels offer preferential rates to OECD staff, delegates and visitors. Reservations can be made directly with the hotel by email or telephone by asking for OECD rates.

Some hotels ask for a client code in order to benefit from preferential rates. These details can be found in the tables below. Delegates and visitors may be asked to present an OECD invitation letter upon arrival at the hotel desk. Please note that the hotels have not been assessed by OECD. OECD does not attest to the quality of their services.

Hotels ** – Paris 16 th	OECD rate	Breakfast	Other information
LOUISA HOTEL ** (ex Angleterre Etoile) 21, rue Copernic, 75116 Paris Tel: +33 1 47 27 80 67 Email: contact@louisahotel.fr Website: www.louisahotel.fr Metro: Boissière or Victor Hugo Distance from OECD : 2 Km	<u>Single:</u> 125 € <u>Double/Twin:</u> 129 € <u>City tax:</u> 1.25 €	9 €	Rooms renovated in 2020 Free Wi-Fi 29 rooms Cancellation free of charge before noon on the day prior to arrival
LE HAMEAU DE PASSY ** 48, rue de Passy, 75016 Paris Tel: +33 1 42 88 47 55 Email: hameau.passy@wanadoo.fr Website: www.hameaudepassy.com Metro: La Muette or Passy Distance from OECD : 0.9 Km	<u>Single :</u> 110 € <u>Double :</u> 125 € <u>Twin :</u> 135 €	Included	Free Wi-Fi 32 rooms Direct booking only via the Website by filling in the Promo code field with the <u>Client Code:</u> OCDEPASSY

Hotels *** - Paris 16 th	OECD rate	Breakfast	Other information
AERO *** 3, Place de Passy, 75016 Paris Tel: +33 1 46 47 10 00 Email: contact@parishotelaero.com Website: www.parishotelaero.com Metro: Passy or La Muette Distance from OECD : 0.9 Km	<u>Single:</u> 110 € <u>Double/Twin:</u> 149 € <u>Superior:</u> 169 € <u>City Tax:</u> +1,88 €/Night/Pers	12 € <u>American Breakfast :</u> 16 €	Free Wi-Fi 14 rooms Free cancellation up to 24h
BEAUSEJOUR RANELAGH *** 99, Rue Ranelagh, 75016 Paris Tel: +33 1 42 88 14 39 Email: reservation@hbr.paris Website: www.hbr.paris Metro: Ranelagh Distance from OECD : 1 Km	<u>Classic Room:</u> 140 € <u>Double Superior:</u> 155 € <u>Deluxe:</u> 170 €	included	High-speed Wi-Fi 30 rooms Fitness room <u>Agreement Code : OCDE</u> Cancellation free of charge: 48 hours before arrival

<p>BEST WESTERN AU TROCADERO *** 3, avenue Raymond Poincaré, 75116 Paris Tel: +33 1 47 27 33 30 Email: info@hotelautrocadero.com Website: www.hotelautrocadero.com Metro: Trocadéro Distance from OECD : 1.6 Km</p>	<p>Single: 150 € /180 €* <u>Double/Twin:</u> 169€ / 203 €*</p> <p>+10 € to 12 € for a double occupancy</p> <p>*During Fair period</p> <p>All taxes included</p>	<p>Included</p>	<p>Hotel renovated in 2015 2017: New bedding 2019: Comfort improvement (AirConditioning-Heating-Soundproofing-Safety)</p> <p>Free Wi-Fi</p> <p>27 rooms</p>
<p>CITADINES TROCADERO *** 29, bis rue Saint Didier, 75116 Paris Tel: +33 1 56 90 70 00 Email: trocadero@citadines.com Website : www.citadines.com/trocadero Metro: Trocadéro or Victor Hugo Distance from OECD : 1.7 Km</p>	<p><u>Classic Room (1pers.):</u> 113 € to 139 €*</p> <p><u>Studio Classic (2pers.):</u> 138 € to 170 €*</p> <p>*Depending on the nights booked - lower prices</p> <p>OECD fares not available on Fair periods</p>	<p>13 €</p>	<p>Free Wi-Fi</p> <p>97 rooms</p> <p>Book by phone: +33 1 41 05 79 70 or by email: corporate@citadines.com</p> <p><u>Booking Code</u> : OCDE</p>
<p>FLORIDE ETOILE *** 14, rue Saint Didier, 75016 Paris Tel: +33 1 47 27 23 36 Email: floride.etoile@wanadoo.fr Website: www.floride-paris-hotel.com Metro: Boissière Distance from OECD : 1.7 KM</p>	<p><u>Single Club:</u> 146 € / 161 €*</p> <p><u>Single Executive:</u> 176 € / 181 €*</p> <p>* depending on period of stay and OECD rates not available during Fair periods</p> <p><u>City Tax:</u> +1.88 €/day/pers.</p> <p>+15€ for a double occupancy</p>	<p>Included</p>	<p>Free Wi-Fi 63 rooms</p> <p>Cancellation free of charge until 6.00pm the day before arrival</p> <p><u>Client Code</u>: OECD-FLO</p>
<p>LONGCHAMP ELYSEES *** 68, rue de Longchamp, 75016 Paris Tel: +33 1 44 34 24 14 Email: info@hotel-longchamp.com Website: www.hotel-longchamp.com Metro: Trocadéro Distance from OECD : 1.3 Km</p>	<p><u>Single:</u> 129 € /149 €/ 189 €</p> <p>* <u>Double:</u> 139 € /159 €/ 199 €</p> <p>* <u>Deluxe:</u> 179 € /199 €/ 219 €</p> <p>* <u>City Tax:</u> +1.88 €/day/pers.</p> <p>* depending on the period of stay</p>	<p>Included</p>	<p>Renovated hotel in 2021</p> <p>Free Wi-Fi 19 rooms</p> <p>Free cancellation up to D -2 days before arrival</p> <p>Booking on the website <u>Client Code</u>: OCDE75116</p>

<p>PALAIS DE CHAILLOT *** 35, avenue Raymond Poincaré, 75116 Paris Tel: +33 1 53 70 09 09 Email: info@hotelpalaisdechailot.com Website: www.hotelpalaisdechailot.com Metro: Trocadéro Distance from OECD : 1.6 Km</p>	<p><u>Single:</u> 129 € /149 €/ 189 € <u>* Double:</u> 139 € /159 €/ 199 € <u>* Double Sup:</u> 159 € /179 €/ 219 € *</p> <p><u>City Tax:</u> +1.88 €/day/pers.</p> <p>* depending on the period of stay</p>	Included	<p>Free Wi-Fi 31 rooms</p> <p>Free cancellation up to D -2 days before arrival</p> <p>Booking on the website <u>Client Code:</u> OCDE75116 Or by mail: resa@hpdc.fr</p>
<p>PASSY EIFFEL *** 10, rue de Passy, 75016 Paris Tel: +33 1 45 25 55 66 Email: contact@passyeiffel.com Website: www.passyeiffel.com Metro: Passy or Trocadéro Distance from OECD : 1.3 Km</p>	<p>5 % discount on the best available daily rate</p>	n/a	<p>Free Wi-Fi 49 rooms</p> <p>Booking on the website <u>Client Code:</u> DELEOEC</p>
<p>POUSSIN *** 52, rue Poussin, 75016 Paris Tel: +33 1 46 51 30 46 Email: hotel.poussin@wanadoo.fr Website: www.hotelpoussin.fr Metro: Michel Ange-Auteuil or Porte d'Auteuil Distance from OECD : 2 km</p>	<p><u>Single:</u> 136 €</p> <p><u>Double:</u> 156 €</p> <p>+50 € from May 23 to June 6</p>	Continental – style buffet: Included	<p>Hotel renovated in 2016</p> <p>Free Wi-Fi 27 rooms</p> <p>Free cancellation up to 48 hours before arrival</p>
<p>WINDSOR HOME *** 3, Rue Vital, 75116 Paris Tel: +33 1 45 04 49 49 Email: whparis@wanadoo.fr Website: www.windsorhomeparis.fr Metro: Muette or Passy Distance from OECD : 1 Km</p>	<p><u>Single Standard:</u> 140 € <u>Single Superior:</u> 160 € <u>Single Luxe:</u> 180 € + 35 € for a double occupancy</p> <p><u>City Tax:</u> +1.88 €/night/pers.</p>	Included	<p>Free Wi-Fi 8 No Smoking rooms 14 m2, 18 m2 et 26m2</p> <p>Cancellation free of charge: Up to 2 working days before arrival</p> <p><u>Client Code:</u> CANON</p>

Hotels **** - Paris 16 th	OECD rate	Breakfast	Other information
<p>CANOPY by HILTON PARIS TROCADERO **** 16, avenue d'Eylau, 75116 Paris Tel : +33 1 45 50 50 70 Email: Parpy_ds@Hilton.com Website: www.paristrocadero.canopybyhilton.com Metro: Trocadero Distance from OECD: 1.5 Km</p>	<p><u>Single Guest Room:</u> LS 280 €/HS 330 €* <u>Double Guest Room</u> LS 305 €/HS 355 €* * OECD rates not available during Fair period High Season (HS): May, Jun, Jul, Sep & Oct</p>	Included	<p>Free Wi-Fi</p> <p>123 guest rooms designed by Jean-Philippe Nuel</p> <p>Cancellation free of charge until 24 hours before arrival</p> <p>Check-in: 3pm -Check out: noon</p>

	All taxes included		
FELICIEN **** 21, rue Félicien David, 75016 Paris Tel : +33 1 55 74 00 00 Email: contact@hotelfelicienparis.com Website: www.hotelfelicienparis.com Metro: Jasmin or Mirabeau Distance from OECD : 1.7 Km	<u>Standard Room (Creation Elegant) :</u> 139 €/149 €/189 €/199 € * <u>Superior Room (Creation Collection):</u> 159 €/169 €/209 €/219 € * *Depending on season + 50 € during Fair periods All taxes included	Included	Free Wi-Fi 34 rooms Free access to the Spa Room upgrade offers if available <u>Client Code : OCDE</u> Cancellation free of charge until noon the day of arrival
GARDEN ELYSEE **** 12, rue Saint Didier, 75016 Paris Tel : +33 1 47 55 01 11 Email: garden.elysee@wanadoo.fr Website: www.paris-hotel-gardenelysee.com Metro: Boissière Distance from OECD : 1.8 Km	<u>Single Classic:</u> 205 € / 240 €* <u>Single Superior:</u> 225 € / 270 €* *depending on period of stay and OECD rates not available during Fair periods +20 € for a double occupancy All taxes included	Included	Free Wi-Fi 46 rooms Free access to the Fitness Room Cancellation free of charge until 6.00pm the day before arrival <u>Client Code: OECD-GAR</u>
MAISON FL **** 6, rue de la Tour, 75016 Paris Tel: +33 1 55 74 75 75 Email: info@maisonfl.com Website: www.maisonfl.com Metro: Passy or Trocadéro Distance from OECD : 1.3 Km	<u>Single:</u> 170 €* <u>Classic:</u> 210 €* <u>Superior:</u> 240 €* <u>Deluxe:</u> 270 €* Suite Junior: 310 €* *+40 € during Fairs periods +30 € for a double occupancy All taxes included	Included	Free Wi-Fi 64 rooms <u>Client Code: OCDE</u> All taxes included Cancellation free of charge up to 24 hours before arrival
GREEN KEY METROPOLITAN**** (A tribute Portfolio Hotel) 10, place de Mexico, 75116 Paris Tel: +33 1 56 90 40 04 Email: reservations.metropolitan@dokhanluxuryhotels.com om Website: www.hotellemetropolitanparis.com Metro: Trocadero or Rue de la Pompe Distance from OECD : 1.4 Km	<u>Classic:</u> 240 € / 300 €* <u>Deluxe :</u> 260 € / 330 €* *OECD fares not available during Fair periods <u>City Tax:</u> +2.88 €/night /pers.	Included	Free Wi-Fi 48 rooms Swimming pool and Hammam Cancellation free of charge up to 4.00 pm on the day before arrival. Check-in: 3pm -Check out: noon <u>Client Code:</u> OF5 on <u>Marriott</u>

<p>PLAZA TOUR EIFFEL **** 32, rue Greuze, 75116 Paris Tel: +33 1 47 27 10 00 Email: reservation@plazatou Eiffel.com Website: www.plazatou Eiffel.com Metro: Trocadéro Distance from OECD : 1.3 Km</p>	<p><u>Superior:</u> 225 €</p> <p><u>Deluxe:</u> 265€</p> <p><u>City Tax:</u> +2.88 €/night /pers.</p>	<p>Included</p>	<p>Fully renovated in 2021</p> <p>Free Wi-Fi</p> <p>41 rooms</p> <p>Free access to the Fitness Center Partner to Villa Thalgo -15%</p> <p>Cancellation free of charge 24 up to 48 hours before arrival</p> <p><u>Client Code: OECD32</u></p>
<p>GREEN KEY RENAISSANCE LE PARC TROCADERO **** 55-59 Avenue Raymond Poincaré, 75116 Paris Tel : +33 1 44 05 66 66 Tel : + 33 1 40 99 88 00 (for booking) Email: france.reservations@marriott.com Website: www.renaissanceparisleparctrocadero.com Metro: Trocadéro or Victor Hugo Distance from OECD : 1.9 Km</p>	<p><u>Classic:</u> 255 € <u>Deluxe:</u> 275 €</p> <p><u>Superior Garden View:</u> 315 €</p> <p><u>Prestige Garden View :</u> 345 €</p> <p>+15 € extra person</p> <p><u>City Tax:</u> +2.88 €/night /pers.</p>	<p>Included</p>	<p>Free Wi-Fi Classified garden/Fitness room</p> <p>Formerly 5* hotel Unchanged and high quality services</p> <p>Cancellation free of charge up to 6.00 pm the day before arrival</p> <p>Book directly on Marriott.com Indicate <u>OF5</u> in the corporate/Promotional Code</p> <p>Check-in: 3.00pm Check-out: noon</p>
<p>VICTOR HUGO PARIS KLEBER **** 19, rue Copernic, 75116 Paris Tel: +33 1 45 53 76 01 Email: contact@victorhugohotel.com Website: www.victorhugohotel.com Metro: Victor Hugo or Boissière Distance from OECD : 2 Km</p>	<p><u>Classic Single:</u> 185 € /235 € *</p> <p><u>Superior:</u> 205 €/255€ *</p> <p><u>Prestige:</u> 225 € /275 €</p> <p>+15 € for a double occupancy</p> <p>* depending on the period of stay</p> <p><u>City Tax:</u> +2.88 €/night /pers.</p>	<p>Included</p>	<p>Renovated in 2019</p> <p>Free Wi-Fi 75 rooms</p> <p>Cancellation free of charge up to 2.00pm the day before arrival</p> <p><u>Client Code: OCDE</u></p>

<p>WALDORF TROCADERO **** 97, rue Lauriston, 75116 Paris Tel: +33 1 45 53 83 30 Email: resa.trocadero@hwtparis.com Website: www.hotelwaldorftrocadero.com Metro: Boissière Distance from OECD : 1.9 Km</p>	<p><u>Classic room:</u> 159 €* /199 €* <u>Superior:</u> 174 € /214 €* <u>Deluxe:</u> 194 €* /234 €* <u>Sunday fare:</u> 139 €* /169 €* +20 € extra person <u>City Tax:</u> +2.88 €/night /pers. *Depending on the season and OECD rates not available during Fair Periods</p>	<p>Included</p>	<p>Special OECD offers: -Free transport between the Hotel and OECD; free upgrade when available; late check out when available; free soft drinks minibar</p> <p>Free Wi-Fi 44 rooms</p> <p>Book via email: Resa.trocadero@hwtparis.com or via the website Code: OECD</p>
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Hotels ***** - Paris 16 th	OECD rate	Breakfast	Other information
<p>LA CLEF TOUR EIFFEL PARIS ***** By The Crest Collection 83, avenue Kléber, 75116 Paris Tel: +33 1 44 05 75 75 Email: lacleftoureiffel@the-ascott.com Website : www.the-ascott.com/lacleftour-eiffelparis Metro: Trocadéro Distance from OECD : 1.8 Km</p>	<p><u>Classic room:</u> 255 € <u>Superior Room:</u> 270 € <u>Deluxe</u> <u>Room:</u> 300 € <u>Executive Studio:</u> 305 € up to 332 € OECD fares not available on Fair periods</p>	<p>28 €</p>	<p>Free Wi-Fi</p> <p>Book by phone: +33 1 41 05 79 79 or by email: thecrestcollection@theascott.com Booking Code: OCDE</p>
<p>GREEN KEY DOKHAN'S***** (A tribute Portfolio Hotel) 117, rue Lauriston, 75116 Paris Tel: +33 1 53 65 66 70 Email: reservations.dokhans@dokhanluxuryhotels.com Website: www.hotelledokhansparis.com Metro: Boissières or Trocadéro Distance from OECD : 1.8 Km</p>	<p><u>Classic:</u> 240 € / 300 €* <u>Deluxe :</u> 260 € / 330 €* *OECD fares not available during Fair periods <u>City Tax:</u> 3,75 €/night /pers.</p>	<p>Included</p>	<p>Free Wi-Fi 45 rooms</p> <p>Cancellation free of charge up to 4.00 pm the day before arrival</p> <p>Check-in: 3pm -Check out: noon</p> <p>Client Code: OF5 on <u>Marriott</u></p>

<p>MAJESTIC HOTEL & SPA***** 30, rue la Pérouse, 75116 Paris Tel: +33 1 45 00 83 70 Email: reservation@majestic-hotel.com Website: www.majestic-hotel.com Metro: Kléber Distance from OECD : 2.5 Km</p>	<p><u>Deluxe:</u> 290€ <u>Executive:</u> 320 € <u>Grand Deluxe:</u> 370 € € <u>Premium Room:</u> 390 € <u>Junior Suite:</u> 420 €</p> <p>+ 20 € for double occupancy</p> <p>*During Fair periods : +80€</p> <p><u>City Tax:</u> +3.75 €/night /pers.</p>	<p>Included</p>	<p>Free Wi-Fi</p> <p>Cancellation free of charge up to 3.00 pm the day before arrival (3 days before during Fair period)</p> <p>Check-in: 3:00pm Check-out: noon</p>
<p>GREEN KEY METROPOLITAN**** (A tribute Portfolio Hotel) 10, place de Mexico, 75116 Paris Tel: +33 1 56 90 40 04 Email: reservations.metropolitan@dokhanluxuryhotels.com Website: www.hotellemetropolitanparis.com Metro: Trocadero or Rue de la Pompe Distance from OECD : 1.4 Km</p>	<p><u>Classic:</u> 240 € / 300 €* <u>Deluxe :</u> 260 € / 330 €* *OECD fares not available during Fair periods</p> <p><u>City Tax:</u> +3.75 €/night /pers.</p>	<p>Included</p>	<p>Free Wi-Fi 48 rooms Swimming pool and Hammam</p> <p>Cancellation free of charge up to 4.00 pm on the day before arrival.</p> <p>Check-in: 3pm -Check out: noon</p> <p><u>Client Code:</u> OF5 on <u>Marriott</u></p>
<p>RAPHAEL ***** 17, avenue Kléber, 75116 Paris Tel: +33 1 53 64 32 10 Email:reservation@raphael-hotel.com Website: www.raphael-hotel.com Metro: Kléber Distance from OECD : 2 Km</p>	<p><u>Classic room:</u> 320 € <u>Superior:</u> 350 € <u>Deluxe:</u> 380 € <u>Junior Suite:</u> 430 €</p> <p>+ 20 € for double occupancy</p> <p>*During Fair periods : +80€</p> <p><u>City Tax:</u> +3.75 €/night /pers.</p>	<p>Included</p>	<p>Free Wi-Fi 83 rooms</p> <p>Cancellation free of charge up to 3.00 pm the day before arrival (3 days before during Fair period)</p> <p>Check-in: 3:00pm Check-out: noon</p>
<p>SOFITEL PARIS BALTIMORE TOUR EIFFEL ***** 88 bis, avenue Kléber, 75116 Paris Tel: +33 1 44 34 54 54 Tel: +33 1 44 34 53 01-booking Email: H2789-re@accor.com Website: www.accorhotels.com/baltimore-paris Metro: Boissière Distance from OECD : 2 Km</p>	<p><u>Superior:</u> 285 € / 315 €* <u>Deluxe:</u> 315 € / 345 €* <u>Junior Suite:</u> 395 € /425 €* * According to period</p> <p><u>City Tax:</u> +3.75 €/day/pers.</p>	<p>N /A</p>	<p>103 rooms Fitness Room access “My Bed” Concept -30% At the restaurant “à la carte”</p> <p>Free Wi-Fi</p> <p>Client Code: AS37876 Access Code: OC528FR237</p> <p>Cancellation free of charge : up to 6.00pm on the day of arrival</p>