



# East Asian - Australasian Flyway Partnership

## 4th Meeting of Partners

Date: 23-24 February 2010

Venue: Grand Ballroom, Songdo Park Hotel, Songdo-dong, Yeonsu-gu,  
Incheon, Republic of Korea

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## Information for Participants

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### Dates of the Meeting:

22 February (Mon) Arrival at Incheon (Seoul)  
23 February (Tue) MoP4 [Day 1]  
24 February (Wed) MoP4 [Day 2]  
25 February (Thu) Field Trip (Optional)  
Side events may be scheduled on 22 and 26 February.

### Passports and Visas

Please contact or visit the nearest Embassy/Consulate of the Republic of Korea for further details. If you require an official invitation but have not yet received from the Korean Government, please inform the Secretariat as soon as possible.

### Transportation:

The meeting venue, Best Western Premier Songdo Park Hotel, is located in Songdo (Incheon) at around 27km from [Incheon International Airport \(ICN\)](#) and 33km from [Gimpo International Airport \(GMP\)](#).

### Arrival

#### *International Arrivals*

Those who are arriving internationally, will land at either ***Incheon International Airport (ICN)*** or ***Gimpo International Airport (GMP)***. To reach the hotel you may choose between taxi, shuttle bus, intercity bus or subway. These vary in degree of convenience and cost. Taxi driver instruction is found at the end of this sheet.

#### ***ICN to Songdo Park Hotel (Accommodation)***

##### **1. By Taxi**

If you take a taxi, it will take about 30 mins with light traffic and will cost about 35,000 up to 53,000 KRW. When you go over to Songdo from Airport, you need to pass a toll bridge (Incheon Grand Bridge). Highway tolls (5,500 KRW) will be paid by Passenger. ([see Taxi Driver Instruction](#) at the end of this sheet)

## **Types of Taxi in ICN**

### **1. Standard Taxi (Location: Gate 7C)**

- Basic Rate: 2,400 KRW
- Secretariat investigated the taxi rate to Songdo Park Hotel.
- It will be about 35,000 to 40,000 KRW to get Songdo Park Hotel.
- 24:00-04:00 Additional 20% late night premium.

### **2. Deluxe Taxi (Gate 8C)**

- Basic Rate: 4,500 KRW ( Taxi fee will be approximately 52,000 KRW to Songdo Park Hotel)
- Receipt issue and Translation is a basic service provided.
- No late night premium fee.
- Credit cards welcome

### **3. Jumbo Taxi (up to 9 people) (Gate 5C)**

- Basic Rate :4,500 KRW ( the total cost will be about 48,000 KRW to Songdo Park Hotel)

### **4. International Taxi (Gate 4D)**

- For foreign nationalities.
- The fee will be around 48,000 KRW to Songdo Park Hotel.

## **2. By Shuttle Bus of Songdo Park Hotel**

Songdo Park Hotel Shuttle bus runs 4 times daily between Incheon International Airport and Songdo Park Hotel everyday. Songdo Park Hotel guests are able to use the shuttle bus without cost. It will take 40 minutes to the Hotel. The details are below. You need to cross over a road when you go out of the building through Gate 14. Once you cross over, then turn right and go straight until you get to the end of Road ( You can see Red X mark on the following map). The Shuttle Bus will stay only 2~3 mins for guests, so please wait in right place before the time. One thing you need to know to avoid taking a wrong shuttle bus is that there is another Best Western Premier Hotel on Yeongjong Island, so please be careful to find the correct Shuttle Bus. The colour of Shuttle Bus will be brown with Songdo Park Hotel sign on the side of Bus. You must see the sign near the location which I marked X as red. Please use another transportation method outside these times.

Run	Incheon International Airport ( <b>GATE 14</b> )	Songdo Park Hotel
1	7:00	7:40
2	9:00	9:40
3	11:00	11:40
4	14:00	14:40

## **3. By Intercity Bus, No. 303**

From Incheon International Airport (Gate 2 or Gate 9 on the 1<sup>st</sup> Floor which is Ground floor ) to *Tomorrowcity* in Songdo (Near the Songdo Park Hotel and University of Incheon Subway Station): Operation Time : 05:00 to 3:00 / Interval : 20min / Travel Time : 30 to 40min / Fare : CASH 2,500 KRW or T-Money Card 2,200 KRW. The baggage will need to be lifted to your seating area (no stowage is provided.)

## **4. By Subway**

If you take the subway, it will take about an hour and 30 mins and require one transfer.  
*Incheon International Airport Station* (Airport Subway) → *Gyeyang Station* (transfer to Incheon Metro line heading to International Business District and get off at *University of Incheon Station* (Songdo Park Hotel))

:The total distance is 58.7Km, the number of station stops is 30, travel time: 86 minutes and fare is 4,100 KRW by T-money card or 4,200 by cash. Most Subway stations have elevators and lifts.

### Location of Taxi Station & Incheon International Airport Transport Information

[http://www.airport.kr/iiacms/pageWork.iaa?\\_scode=C1203030000&fake=1263948383741](http://www.airport.kr/iiacms/pageWork.iaa?_scode=C1203030000&fake=1263948383741)



### GMP to Songdo Park Hotel

#### 1. By Taxi

If you take a taxi, it will take about 50 mins with light traffic and will cost about 32,000 KRW.

(see Taxi Driver Instruction at the end of this sheet)

#### Types of Taxi in GMP

##### 1. **Standard Taxi (Location: )**

- Basic Rate: 2,400 KRW
- Secretariat investigated the taxi rate for Songdo Park Hotel. It will be about 36,000 to 40,000 KRW to get Songdo Park Hotel.
- 24:00-04:00 Additional 20% late night premium.

##### 2. **Deluxe Taxi**

- Basic Rate: 4,500 KRW ( Taxi fee will be approximately 50,000 KRW to Songdo Park Hotel)
- Receipt issue and Translation is a basic service provided.
- No late night premium fee.
- Credit cards welcome.

##### 3. **Jumbo Taxi (up to 9 people)**

- Basic Rate :4,500 KRW ( the total cost will be about 47,000 up to 52,000 KRW to Songdo Park Hotel)

##### 4. **International Taxi**

- For foreign nationalities.
- The fee will be around 48,000 KRW for Standard Taxi and about 50,000 KRW for Deluxe Taxi to Songdo Park Hotel.

**\* The Taxi Stand**

Please see the map below. You need to cross over a road to get taxi when you go out of building.

**2. By Intercity Bus, No.780 (Location: Platform 3)**

No.780 Bus approximate Route

**Gimpo International Airport** – Bucheon City Hall – Bupyeong Station – Juan Station –Yeonsu-gu Office – Dongmak Station – **University of Incheon (SONGDO PARK HOTEL)** – Songdo New Town.

(Operation Time: 05:00- 22:10, Interval: 20-25 mins, Travel Time: 120 mins and Fare: 1,100 KRW by cash and 950 KRW by T-money card.) The baggage will need to be lifted to your seating area (no stowage is provided.) Please use Gate 2 and turn right to find platform 3.

**3. By Subway (Location : Basement 1)**

From *Gimpo International Airport Station* to *Songdo Park Hotel* (University of Incheon Station)

Gimpo International Airport Station (Airport Subway) → Gyeong Station (transfer to Incheon Metro line heading to International Business District and get off at *University of Incheon Station* (Songdo Park Hotel))

:The total distance is 34.3Km, the number of station stops is 27, travel time: 65 minutes and fare is 2,300 KRW by T-money card or 2,400 by cash. Airport Subway is situated on basement 1 inside building which has passageway next to Gate 1. The information center is in front of Gate 1.

**Location of Taxi Station & Gimpo Int'l Airport Transport Information**

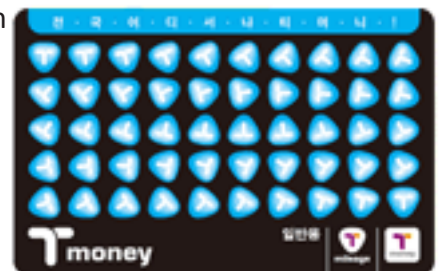
[http://www.airport.co.kr/doc/gimpo\\_eng/info/RE03010101.jsp](http://www.airport.co.kr/doc/gimpo_eng/info/RE03010101.jsp)



**T-Money Card**

T-money is Pre-paid Smartcard embedded with a CPU to enable self-calculation. The T-money card can be used on every public transportation mode such as bus, subway and taxi in Incheon and Seoul.

Please buy T-money card at any Convenience store (Family Mart and GS Mart) in Korea if you need. You can charge it in the subway station at a recharge machine (English instructions can be selected) or in the store. You can buy a T-Money card at Family Mart inside Incheon International Airport. You must find T-money sign on the shop window. T-Money card costs 5,000 KRW which is basic cost before adding credit.



## **In and Around**

### ***Between Hotel (MoP4 venue) and GetPearl Tower (EAAFP Secretariat Office)***

Group transport with minibus will be organised for participants during the meeting, for the reception dinner on the evening of 23rd February and for other programmed evening outings. Please contact the Secretariat, while in Incheon, for more information on these arrangements. At other times just take the subway to Technopark Station ( 2 stops in the direction of Bupyeong and Gyeong) )

### ***Getting around Incheon and Seoul***

The hotel is situated close to University of Incheon subway station. You can reach it by indoor underground walkway from the hotel. Subway is the most efficient way to get to the central part of Seoul, but at least one transfer is required (at Bupyeong, to Line 1) and the duration is at least 90 minutes. The Secretariat is going to give the Korea Travel Guide book to all international participants. It will be helpful when you travel in Seoul or Incheon.

## **Departure**

### ***Hotel to Airport***

The Secretariat or Hotel will assist participants in ordering a taxi to the airport. The arrangements are to be advised for those who are participating in the Field Trip.

### **Songdo Park Hotel (Accommodation) to ICN**

#### **1. By Shuttle Bus of Songdo Park Hotel**

Songdo Park Hotel Shuttle bus runs 4 times daily between Songdo Park Hotel and Incheon International Airport everyday. Songdo Park Hotel guests are able to use the shuttle bus without cost. It will take 40 minutes to get from the Hotel to ICN. The details are below.

Run	Songdo Park Hotel	Incheon Int'l Airport
1	6:10	6:40
2	8:10	8:40
3	10:10	10:40
4	13:10	13:40

#### **2. Subway, taxi or intercity bus also run from the hotel to ICN airport. See Arrival information above.**

Intercity Bus 303 departs from U-transit centre in Tomorrowcity adjacent to the hotel, at ground(1F) level.

### **Songdo Park Hotel(Accommodation) to GMP**

The Secretariat encourages taking a taxi as the quickest method to Gimpo International Airport.

## **Accommodation:**

**Best Western Premier Songdo Park Hotel ([http://www.songdoparkhotel.com/eng/about/about\\_06.asp](http://www.songdoparkhotel.com/eng/about/about_06.asp))**

**Songdo-dong, Yeonsu-gu, Incheon 406-840**

**Phone: +82 32 210 7000, Fax: +82 32 210 7100**

All bookings will be made through the Secretariat on behalf of participants. Participants are expected to be self-funded unless offered sponsorship (in writing) by the Secretariat.

For self-funded participants, the prices are:

KRW 115,500 for Premier Double Room and If you would share a twin room, Premier Twin Room is 132,000 KRW for two people. Buffet-style Breakfast comprising Korean and Western food is included in the above.

If you do not want to have breakfast at the hotel restaurant, both Premier Double Room rate and Premier Twin Room rate will be 99,000 KRW. Please advise the Secretariat if you wish to share (or would not mind

sharing) a twin room. Internet access is available at no cost.

### **Meeting Venue:**

**Grand Ballroom on 2<sup>nd</sup> floor, Songdo Park Hotel, Songdo-dong, Yeonsu-gu, Incheon 406-840**

### **The Field Trip:**

The field trip is planned on the morning and early afternoon of 25th February. Participants who do not leave Incheon until the evening of 25th or later are encouraged to attend. The likely destination, although not confirmed at present, is Gwanghwa Island which has tidal flats and cultural sites. Lunch will be provided. Ask the Secretariat for further information while in Incheon.

### **Meeting Documents:**

Meeting documents are available for downloading at the Partnership website under *Meetings of Partners*. Please go to <http://www.eaaflyway.net/reports.php>

Agenda Documents will be posted as soon as possible. Partners and potential Partners are encouraged to complete the Reporting Template and email the finished Excel file to the Chief Executive by 16 February.

### **General Information:**

Incheon is a metropolitan city and a major seaport on the west coast of South Korea, near Seoul. Human settlement at the location goes back to the Neolithic. In modern times Incheon became important because its location on an estuary made it a good harbour. When the port was founded in 1883, the city, called Chemulpo at the time (revised: Jemulpo), had a population of only 4,700. Incheon is now home to almost 2.5 million people, is South Korea's third largest metropolis, and is also under the control of one of the free economic zone authorities in Korea, aimed at attracting foreign investment; the city aims to turn itself into a financial and corporate hub.

The city boundaries include an area of 964.53 km<sup>2</sup> (372.41 sq mi), of which 21 percent is rice paddies and another 44 percent is forested.

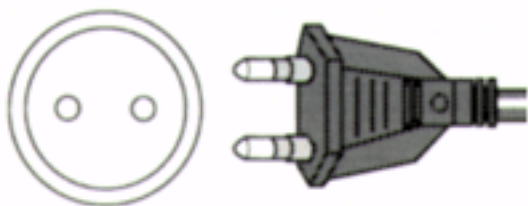
Incheon is regarded as part of the greater Seoul metropolitan area due to its close proximity to the capital, and the fact that the Seoul Metropolitan Subway and the Incheon Subway systems are linked. Incheon is, however, a major city in its own right and is a separate jurisdiction from Seoul. (Source: Wikipedia)

### ***Weather***

In February, the Republic of Korea is in Winter. Last year, temperature in Incheon ranged from 0 to 10 degrees C during 23-24 February, but winter in 2010 has been unusually cold. Indoor areas are well heated but please bring a warm coat and gloves for the outdoors.

### ***Electricity***

Electricity supply is 220V at 60Hz. Power plug is type C, commonly used in Switzerland, Germany and other west European countries.



### ***Time Zone***

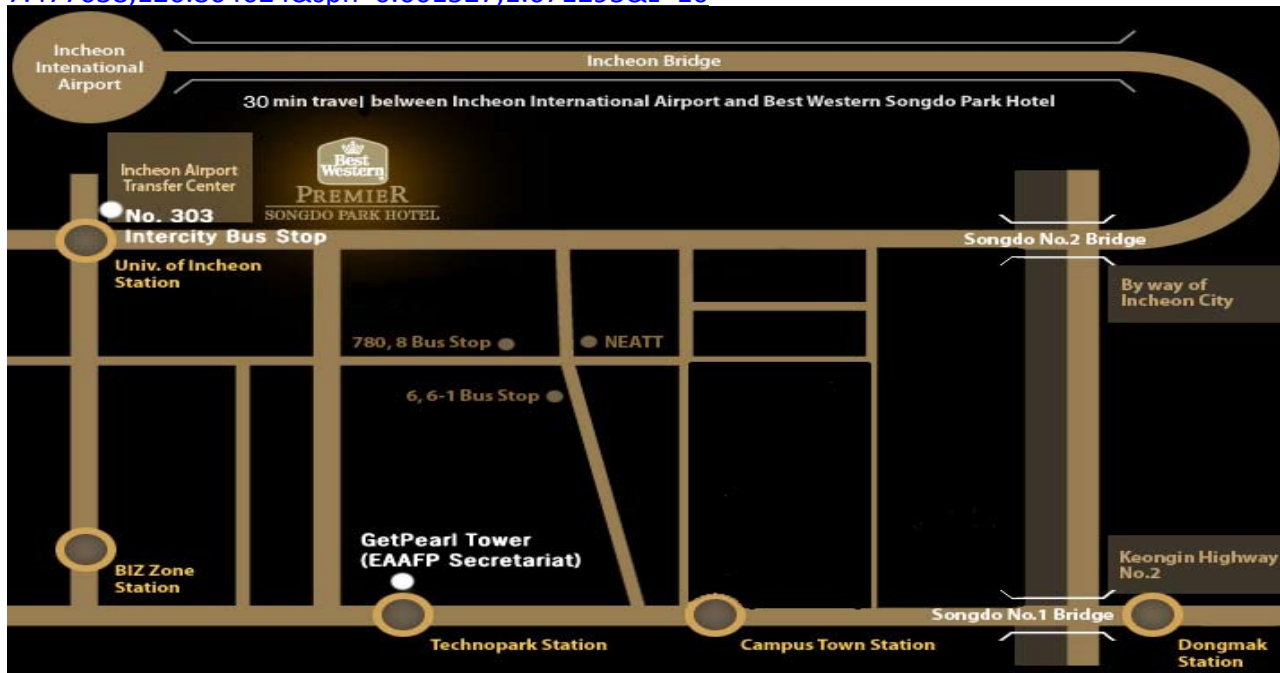
UTC +9

## Currency

At the time of writing (13-Jan), 1 US Dollar is approx. 1,133 South Korea Won. Major foreign currencies, such as US Dollar and EURO, are easily exchanged at banks but won't be accepted for day-to-day payments at retail outlets. Most taxis in Seoul and Incheon area are now equipped with credit card facility. However, it is advisable to check with the driver and carry some Won in cash for backup.

## Maps

Hotel, Secretariat Office, airports, stations, the location of Field trip and some tourist spots are plotted on Google Map at the following URL: <http://maps.google.com/maps/mm?t=h&hl=en&ie=UTF8&oe=UTF8&ll=37.477038,126.864624&spn=0.661527,1.671295&z=10>



## Contacts

### Meeting Logistical Support Before & During the Meeting

Secretariat, East Asian - Australasian Flyway Partnership Secretariat  
1905, Getpearl Tower, Songdo-dong, Yeonsu-gu,  
Incheon 406-840 The Republic of Korea  
Office Fax: +82 32 260 3009

**Agenda & Business Support, Mr. Roger Jaensch** (Chief Executive) for questions about the meeting agenda, business procedures and the Partnership.

Phone: +82 32 260 3010, chief@eaaflyway.net

**Logistics Support, Ms. Mee-Hyang Woo** for questions about hotel, meals, ceremonies and meeting hall.

Phone: +82 32 260 3001, admin@eaaflyway.net

**Finance Support, Mr. Hyeong-Mun Kim** for sponsored participants - reimbursing of airfare expense.

Phone: +82 32 260 3003, finance@eaaflyway.net

**Visitor Information Support, Ms. Min-Seon Kim** for questions about transport and general inquiries about Songdo and Korea. Phone: +82 32 260 3002, min-seon.kim@eaaflyway.net

**Translation Support, Ms. Aram Lee** for questions about English - Korean language translation.

Phone: +82 32 260 3004, aram.lee@eaaflyway.net

**Field Trip Support, Mr. Eui-Yeon Lee** for questions about the Field Trip.

Phone: +82 32 260 3000, deputy@eaaflyway.net

## Taxi Driver Instruction

### Arrival

- Please take me to **SONGDO PARK Hotel**, Incheon.  
(Address: 1/93, Songdo-Dong Yeonsu-Gu, Incheon)  
the nearest subway : University of Incheon Station.

송도파크 호텔로 가주세요.  
(주소 : 인천광역시 연수구 송도동 93-1)  
인천 공항에서 송도 2교 타고 계속 직진하면  
센트럴 파크 옆에 위치.

- Please take me to **GETPEARL Tower**, Incheon.  
(Address: 50/7, Songdo-Dong Yeonsu-Gu, Incheon)  
the nearest subway : Technopark Station.

인천 송도 갯벌타워로 가주세요.  
(주소 : 인천광역시 연수구 송도동 7-50)  
인천경제자유구역청 옆에 갯벌타워 위치.  
테크노파크역에 위치.

## Departure

### **Note**

**Please make sure you indicate the correct airport!  
Most flights will use Incheon International Airport.**

- Please take me to International Terminal, ***Incheon International Airport***.

인천국제공항 국제선터미널로 가주세요.

- Please take me to International Terminal, ***Gimpo International Airport***.

김포공항 국제선터미널로 가주세요.

# BIDET INSTRUCTION

This photo is the bidet control of bathroom of Songdo Park Hotel

