

Practical Information Note







LOCATION



- 1 IADI 24th Annual General Meeting and Annual Conference | EPIC Sana Lisboa Hotel
 - Av. Eng. Duarte Pacheco 15, 1070-100 Lisboa
- Lisbon Airport
 Alameda das Comunidades Portuguesas, 1700-111 Lisboa
- 3 Historic Downtown Lisbon



GETTING TO THE MEETING VENUE



The city's only airport is just 7 km from the Epic Sana Lisboa Hotel. There are several options for getting from the airport to the hotel, where the meetings are held. Here are the most common ones:

- Taxi: A taxi is a comfortable and relatively inexpensive option to reach the hotel from the airport. The journey typically costs around €15–20 to the city center. All taxis use a taximeter, which must be in use by law. When entering the taxi, be sure to request that the meter is activated. Lisbon taxis are easily recognizable by their black and green or beige color scheme.
- **Uber/Bolt:** Uber and Bolt are available in Lisbon. Vehicles from both services can be identified by a TVDE (Transport of Public and Private Hire Vehicles) sticker placed on the front and rear windows.
- Metro: The Metro is fast and inexpensive. Lisbon Airport has a Metro (subway) station with a direct line, the Aeroporto S. Sebastião red line. To reach the Epic Sana Lisboa Hotel, take the red line (Aeroporto S. Sebastião) and get off at S. Sebastião. Then, transfer to the blue line (Baixa-Chiado direction) and travel to Marquês de Pombal station. The hotel is a short walk from Marquês de Pombal station. A single ticket costs €1.80, and you can purchase a Viva Viagem card for an additional €0.50, which can be recharged with the desired balance. Contactless payment cards (such as Visa, Mastercard, and American Express) can also be used directly at the Metro gates for quick and convenient access.
- Local Buses: Several bus lines stop at the airport arrivals terminal, offering routes to different parts of the city. Please note that the maximum baggage size allowed on these buses is 50x40x20 cm. The fare (on board) is €2.10, and you must use the Viva Viagem electronic travel card, which can be recharged for your trips. This card can be used both for the Metro and the Carris bus network. Contactless payment cards (such as Visa, Mastercard, and American Express) can also be used directly when boarding Carris buses, offering a convenient alternative to the Viva Viagem card.

To reach the Epic Sana Lisboa Hotel from Lisbon Airport, you can take bus number 744 (Marquês de Pombal direction) and get off at the Marquês de Pombal stop. The hotel is about a 5-minute walk from there.



INFORMATION

REGISTRATION PROCEDURES

All meetings will take place at the **Epic Sana Lisboa Hotel** premises.

The registration desk will be in the hotel lobby for badge collection and accreditation, please bring your ID card. The registration desk will be open during the following hours:

Monday November 24	08:00 – 19:00
Tuesday November 25	07:30 – 19:00
Wednesday November 26	08:00 – 19:00
Thursday November 27	08:00 – 19:00
Friday, November 28th:	07:30 – 15:00

Please always carry your badge during the meeting and social events.

Dress code: smart casual.

MEALS

All lunches will be served at the Epic Sana Lisboa Hotel restaurant, **Flor de Lis**.

Coffee will be available throughout the meetings in the meeting space foyer, located on **floor -1**.





WELCOME COCKTAIL 25 NOVEMBER

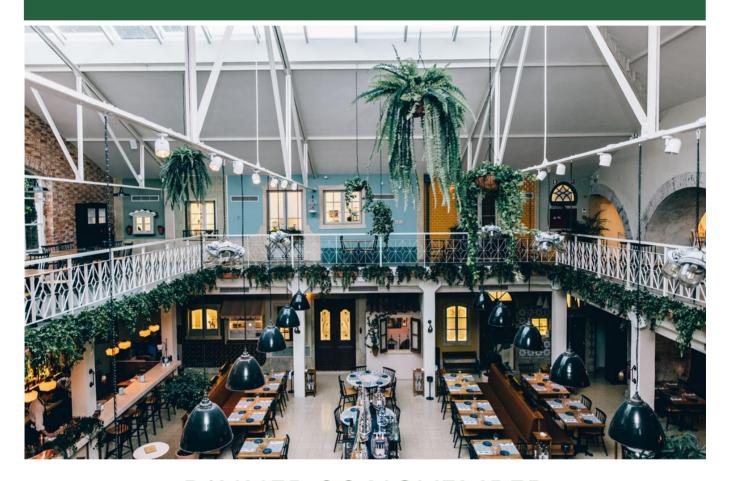
All participants, including their partners, are warmly invited to join the Welcome Cocktail on Tuesday evening, November 25th, from 19:00 to 20:00. The event will take place at the Scale Bar in the EPIC SANA Lisboa Hotel, the venue for all conference meetings.

The Scale Bar offers a relaxed setting with views of the city. Guests will have the opportunity to mingle and enjoy a selection of drinks and light appetizers, providing the perfect atmosphere to kick off the event and connect with fellow participants.

Please ensure you carry your badge for easy access to the venue.

The dress code for the welcome cocktail is smart casual.





DINNER 26 NOVEMBER

All participants, including partners, are invited to attend the group dinner at Restaurante Bairro do Avillez on Wednesday evening.

Located in the heart of Lisbon's Chiado district, Bairro do Avillez is one of the flagship restaurants of renowned Portuguese chef José Avillez. The space combines several distinct dining areas, each reflecting contemporary Portuguese cuisine inspired by the country's rich culinary traditions and ingredients. The restaurant's vibrant atmosphere and creative menu offer guests an authentic taste of Lisbon's gastronomic culture.

Bus transportation to and from the dinner venue will be provided. Buses will depart from and return to the main entrance of the EPIC SANA Lisboa Hotel, with the departure scheduled for **19:00** and the estimated return at **22:00**. Please carry your badge.

The dress code for the dinner is casual.





DINNER 27 NOVEMBER

All participants, including their partners, are warmly invited to attend the Gala Dinner on Thursday evening, to be held at the Palácio Nacional da Ajuda.

The Palácio Nacional da Ajuda, one of Lisbon's most iconic historic landmarks, was built in the late 18th century to serve as the royal residence of the Portuguese monarchy. The palace stands as a symbol of the country's regal history. Its striking neoclassical architecture and grandiose interiors were designed by some of the most renowned architects of the time, and it was intended to rival the finest European palaces.

Today, the Palácio Nacional da Ajuda is a museum showcasing a rich collection of decorative arts, period furniture, and portraits that offer a glimpse into Portugal's royal past.

Bus transportation to and from the venue will be provided. Buses will depart from the main entrance of the EPIC SANA Lisboa Hotel at **18:30**, with the estimated return scheduled for 22:00. Please ensure you carry your badge for easy access.

The dress code for the dinner is business.





SOCIAL PROGRAM 28 NOVEMBER

All participants, including their partners, are invited to join the guided tour of the Palácio Nacional da Pena on Friday afternoon, November 28th, from 14:00 to 19:00.

Perched on a hilltop in the picturesque town of Sintra, the Palácio Nacional da Pena is one of Portugal's most iconic landmarks. Built in the 19th century by King Ferdinand II, the palace is a striking blend of Gothic, Renaissance, and Manueline styles. Its colorful turrets and grand façades offer a unique glimpse into Portugal's royal history.

As the palace is located on a hill and involves some walking, we recommend wearing comfortable footwear to ensure an enjoyable experience. Bus transportation to and from the venue will be provided. Buses will depart from the main entrance of the EPIC SANA Lisboa Hotel. Please ensure you carry your badge for easy access.



GENERAL INFORMATION

Time Zone

Lisbon, Portugal time is 1 hour behind CET (Central European Time).

Weather

Lisbon has an Atlantic climate, with some Mediterranean influences. As a result, temperature variations are generally moderate. In November, the average daytime temperature is around 15° C (59° F), with nighttime temperatures typically dropping to about 9° C (48° F). It's a mild and pleasant time of year, though cooler evenings and occasional rain are to be expected.

Currency

The currency used in Lisbon, and throughout Portugal, is the Euro (€). Credit cards are widely accepted, and ATMs are easily accessible throughout the city.

Voltage and Plugs

Portugal uses 220V electricity with European-style two-pin plugs (Type C, E, or F). Please make sure to bring the appropriate adapters for your devices.

Emergency contact number

In case of any emergency, always dial 112.



CONTACT INFORMATION

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