



2025 EFA

Annual General Meeting & Community Meeting

Practical Information

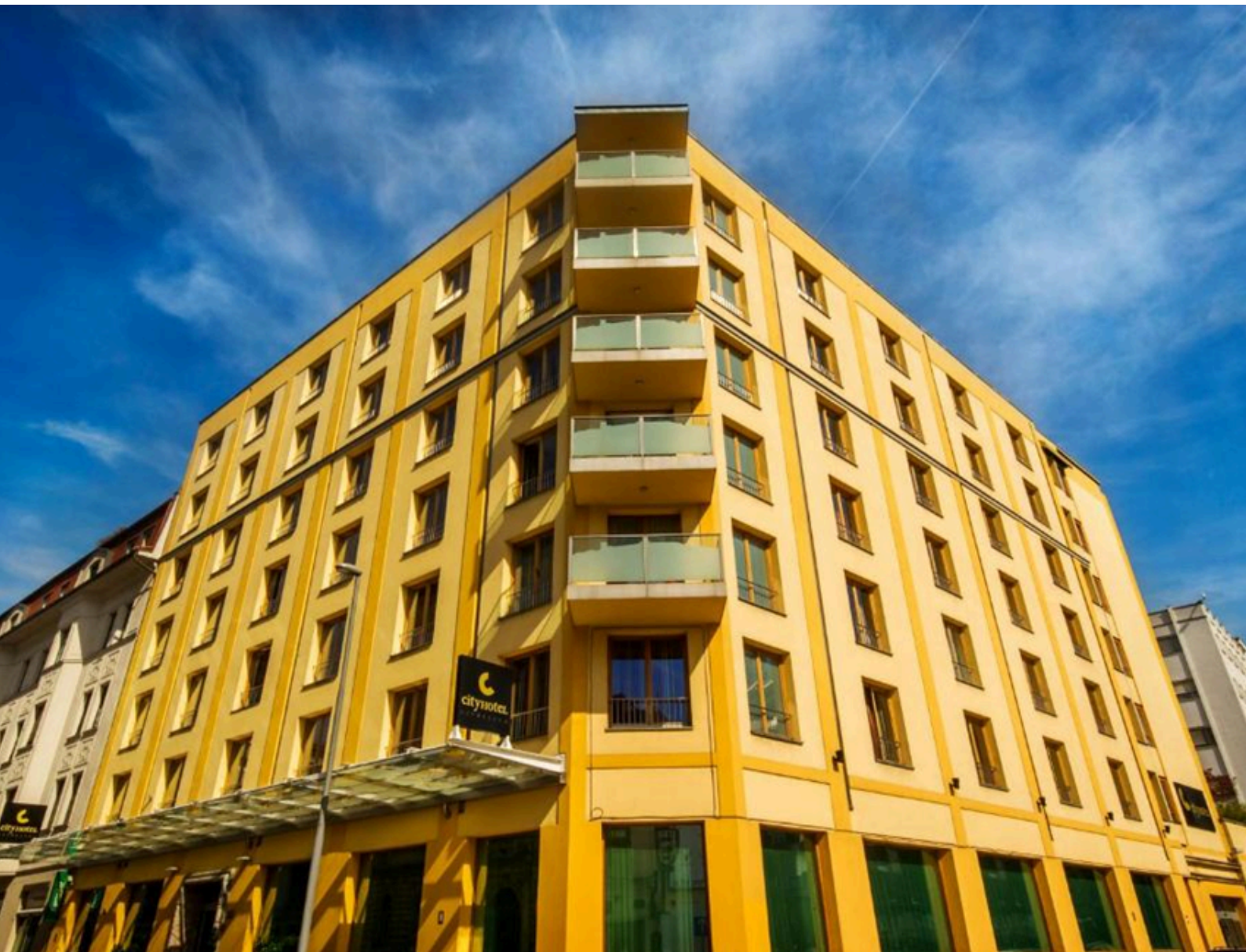
Ljubljana, Slovenia

24–26 March
2025

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Venue Location



How to reach the hotel

City Hotel Ljubljana is located at the heart of Ljubljana, at the beginning of the traffic-free area and only a 3-minute walk from the Prešeren square

How to reach the Hotel from Main train station:

Simply head southeast on Trdinova Street, then turn left onto Dalmatinova Street, where you'll find the Hotel on the right-hand side.

City Hotel Ljubljana
Dalmatinova 15, 1000
Ljubljana, Slovenia

Travelling to Ljubljana, Slovenia

Travel Requirements

Slovenia is part of the Schengen area, and there are no current COVID-19 travel restrictions. Foreign nationals must carry valid travel documents for entry. Generally, a visa is not needed for any stays shorter than 90 days. Make sure your passport is valid for at least 6 months from your planned date of return. If you are not sure about your visa status, contact your local Slovenian embassy.

- **Visa Requirements:** If you are from a non-EU/EEA country, please check if you need a visa here. If a visa is required, please contact EFA to support your application.
- **Travel Insurance:** It is recommended to purchase travel insurance to cover any flight cancellations, medical emergencies, or personal emergencies during your trip.

Travel Insurance

We would like to invite you to also contract your travel insurance to protect you from:

- Cancellation of flight due to unforeseen circumstances and emergency
- Flight costs associated with delays or emergencies
- Health and other personal emergencies
- Medical attention while travelling

Travel insurance and COVID medical insurance is normally offered with your flight and if you haven't selected during your flight booking, you can do so online when you are checking-in your flight.

Travelling by Car

Ljubljana is located at the intersection of the main Slovenian traffic routes.

A vignette is required when using Slovenian highways

(http://www.dars.si/Dokumenti/Dokumenti/Toll/Vignette_308.aspx)

A weekly vignette costs 15 EUR

Parking at Hotel

Hotel Garage entrance:

LOCATED : on the opposite side of the main Hotel entrance, on Tavčarjeva street 10.

Access to the Hotel Garage (arriving from Dalmatinova or Komenskega street): enter Tavčarjeva ulica 10 [GPS coordinates 46°03'15.5"N 14°30'28.2"E or 46.054316N, 14.507827E, link: [Your paragraph text](#)]

COST: The hotel offers secure parking in their underground garage for 20 EUR per day.

HOW TO BOOK: Contact Suzanne Bocoum, Community Engagement Manager, Suzanne.Bocoum@efanet.org

Travelling by Plane

Ljubljana is easily accessible by plane. The international Ljubljana Jože Pučnik Airport (Brnik) lies 25 km northwest of Ljubljana.

Airport transfer options:

- SHUTTLE minibus (12 EUR per person one way)
- PRIVATE AIRPORT TRANSFER (62 EUR per up to 2 persons one way).

HOW TO BOOK: Contact Suzanne Bocoum, Community Engagement Manager, Suzanne.Bocoum@efanet.org

Travelling by Train

Ljubljana has excellent international railway connections due to its central geographical location. Train travel throughout Europe is immensely popular, and with the proximity to the station, guests can seamlessly embark on their European adventures.

Hotel address: City Hotel Ljubljana, Dalmatinova 15, 1000 Ljubljana

How to reach the Hotel from Main train station:

Simply head southeast on Trdinova Street, then turn left onto Dalmatinova Street, where you'll find the Hotel on the right-hand side.

More information: [Ljubljana Railway station: Domestic and International train schedule](#)

Accommodation

Hotel room

EFA will cover up to three nights of accommodation (single occupancy) for the event, with breakfast included. Any additional nights, double occupancy and additional services used will be charged to your credit card upon check out.

Check-in: Expected on 23rd March 2025 from 15:00

Check-out: Expected on 26th March 2025 (before noon)

For more details about the hotel, please visit City Hotel Ljubljana [City Hotel Ljubljana](#).

EFA has negotiated an advantageous room group rate for you, in case you care to extend your stay:

Net rates per night:

Comfort double/twin room for one person

109 €

Comfort double/twin room for two persons

124 €



ROOM AMENITIES:

- shower/tub and toilet
- refrigerator
- air conditioning
- broadband Wi-Fi
- IP phone
- cable TV
- safe deposit box
- hair dryer
- extensive pillow menu on request, available 24 hours
- kettle with complimentary coffee & tea
- umbrella



All the indicated rates include a rich buffet breakfast, free Wi-Fi (in all rooms), unlimited use of the fitness facilities and VAT.
Prices do not include tourist tax: 3,13€ per person per day, this will be covered by EFA during the days of the event.

Amenities

In the hotel	<p>The City Hotel Ljubljana provides a variety of services:</p> <ul style="list-style-type: none">• Wi-Fi This is available throughout the hotel, you don't need a username or a password. Please select the "CityH" network from the wireless network list on your device.• Luggage room The hotel offers a convenient and complimentary luggage storage service next to the reception, where guests can securely store their belongings during their stay.
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Food & Beverage

During the event (24–26 March), EFA will provide lunch and coffee breaks each day. The hotel will be informed of any dietary requirements, which will be collected through the registration form.

Outside of event hours, a community dinner will be organised at a local restaurant. Menus will be shared with all delegates in advance, and catering arrangements will be made to ensure all dietary needs are met.

Ljubljana, like many cities, offers unique dishes that reflect its rich history and have been adapted to modern tastes. You can read more about the local cuisine [here](#)

Going around Ljubljana

Public Transports

The centre of Ljubljana is easily walkable, and the best way to enjoy the city is by wandering around on foot. Renting a bicycle is another enjoyable, slow-paced way to get around. There are 38 Bicikelj stations around the city where you can rent a bike 24/7 for the bargain price of €1 a week. Download the Bicikelj application here :: <https://www.bicikelj.si/en/tutorial/groups>)

The bus system is clean, reliable, and costs only €1.20 per journey. To ride any buses, you'll first need to buy an Urbana card for €2 and load on at least €1. The city encourages eco-friendly choices, so cycling and public transport are always preferred over taxis.

- Buses: Operated by the Ljubljana Public Transport (LPP). Tickets can be purchased at kiosks or via the LPP mobile app.
- Taxi: Taxis are available throughout the city.
- Walking and Biking: The city centre is pedestrian-friendly, and bikes can be rented at various locations. More information is available at Visit Ljubljana.
- For more details about Ljubljana, please visit [Visit Ljubljana](#).



Facts & other information

Population	289,758k	
Currency	Euros	ATMs are widely available, and credit, as well as debit cards, are accepted by most businesses and establishments throughout the country.
Time	CEST	Ljubljana is one (2) hours ahead of Greenwich Mean Time (GMT +2)
Languages	Slovene	Slovene is the mother language. Most Slovenes speak Serbian and Croatian or at least understand it very well. English is widely spoken and understood while many would also know some German or Italian.
Electricity	220v	Slovenian appliances have two-pin plugs and deliver an average voltage of 220v
Driving	Right hand side	Driving in Slovenia is quite easy , generally safe and on the right side of the road. The roads are in excellent condition. The road signs are clear and consistent with those used throughout Europe.

Weather in Ljubljana

In March, Ljubljana typically experiences low temperatures and moderate rainfall. During the daylight hours, temperatures often reach 12°C. After dark they usually decrease to around 1°C

Clothing & Footwear

Plan on layering your clothes. Some days or part of the day it will be nice and warm and some moments it can be a bit chilly. Bring a rain jacket in case it rains during your stay.

Medications

We kindly recommend that you bring any necessary medications and health devices with you for the event, to ensure your comfort and well-being during your stay.

Tipping

There are no rules about tipping and it is generally not expected in Ljubljana. That said many Slovenians round up the bill, to show appreciation for good service.

When in a restaurant sometimes a service charge is included in the bill, but this will be clearly stated on the bill. Should this not be the case and you are happy with the food and service provided, consider a tip to show your gratitude.

Emergency Contacts

Safety and Security

Ljubljana is the third safest city in Europe in 2024! The city centre is more or less closed for pedestrians. Petty theft should be your only concern, [although its not very common](#), but just in case, so make sure you watch out for the pickpockets and keep your belongings safe.

Public transportation in Ljubljana is extremely safe. City buses are carefully monitored, and key stations are frequently patrolled by security guards. The local government also promotes a safe environment for cyclists by investing in bicycle infrastructure, with an increasing number of bike lanes and public bike-sharing programs that enhance mobility and safety.

Police, Fire and Ambulance numbers

Police	113
Help Desk	981
Fire department and ambulance service	112
Help on the Road (Slovenia Car Club)	987

See you in Ljubljana!

Emergency contacts

EFA CONTACT DETAILS IN Ljubljana

Suzanne Bocoum Community Engagement Manager
+447794432102 (Whatsapp) phone calls & text messages

Valeria Ramiconi Programme Manager
+32486136364 phone calls & text messages

hosted by:

