

Dear conference participants,

we have compiled some FAQs that may be helpful to you.

### **1. What about the hotel?**

You can find information on Ramada Hotel Mannheim at

<http://www.ramada.com/hotels/germany/mannheim/ramada-mannheim/hotel-overview>

### **2. What is the best way to get to Mannheim?**

The best way to get to Mannheim is via Frankfurt/Main Airport. Mannheim central station is only a 30 minutes train ride from Frankfurt/Main airport. You can check the train schedule on the internet at [http://www.bahn.de/home/typ\\_b\\_files/db\\_home\\_international\\_guests.shtml](http://www.bahn.de/home/typ_b_files/db_home_international_guests.shtml) (and choose your language at the head of the page).

A stylized map of Mannheim is available at <http://www.zew.de/en/kontakt/anfahrt.php3>.

Please note, the Mannheim city center does not have street names, but rather the city blocks are numbered. The ZEW is in block L7, no. 1.

### **3. What are the distances between the ZEW, the train station and the hotel?**

Average walking distance:

Train station → ZEW: 5 minutes

Train station → Hotel: 5 minutes.

### **4. Who is my contact person at the ZEW as far as travel arrangements and hotel reservation are concerned?**

For questions concerning your travel and hotel arrangements please contact Ulrike Merkel:

e-mail: [merkel@zew.de](mailto:merkel@zew.de); fax: ++49/621/1235-333

### **5. When will the workshop start on Monday?**

The workshop will start on Monday at 12:00 with a snack and coffee. We suggest to come a quarter-hour earlier to register and get your badge etc.

### **6. There is a poster session? Am I supposed to prepare a poster?**

No! Only ZEW participants will present posters on Friday morning, all external participants will give a presentation. But, please be present.

### **7. How much time is allotted for the presentation?**

The total session length for one paper is 30 minutes. You will have about 20 minutes for the presentation and about 10 minutes are planned for discussions.

### **8. Equipment of the seminar rooms**

The seminar rooms will be equipped with video projector, please bring your power point file or pdf-file. It is also possible to use an USB flash drive. ***We would kindly ask you to send us your presentation until June 30<sup>th</sup> 10:00 am.***

### **9. Will it be possible to check e-mails during the conference?**

WLAN Access will be available in the conference rooms, furthermore two PCs will be available for this purpose in the foyer of the presentation rooms.

### **10. Where will the conference dinner on Wednesday (July 2<sup>nd</sup>) evening take place?**

The conference dinner will take place at 7pm at Rheinterassen (Rheinpromenade 15, 68163 Mannheim), a restaurant at the river Rhine which is close to ZEW (ca. 10 minutes walk distance). If you want, you can join us walking

### **11. How will travel expenses be reimbursed?**

Detailed information will follow.

Please send the ***original tickets within 3 weeks*** (we will need the original tickets for administrative reasons). Hotel expenses for paper presenters /discussants staying at Ramada Hotel will be ***directly settled by ZEW*** for the maximum of five nights, the time period ***from June 29<sup>th</sup> to July 4<sup>th</sup>*** (please note that we will not reimburse beverages from the mini-bar, phone calls etc.).

Here are some helpful links for sight-seeing:

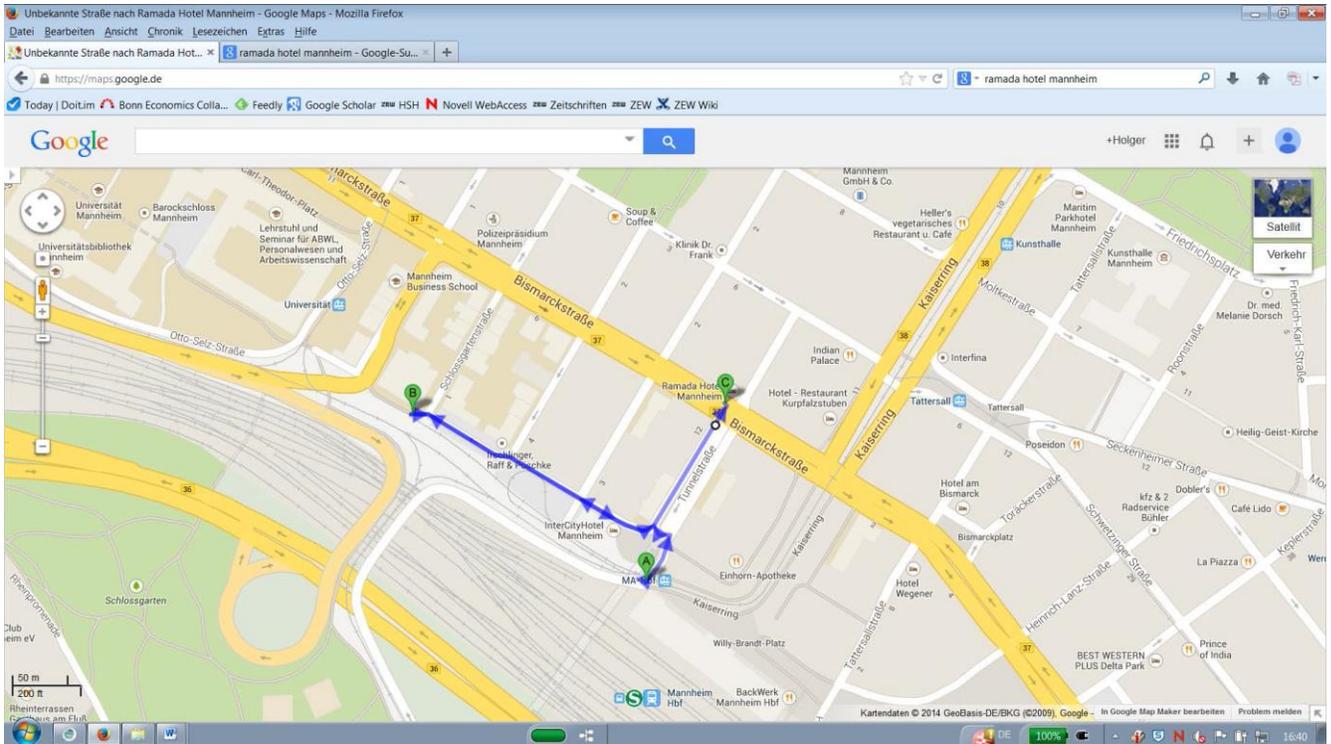
Heidelberg: <http://www.heidelberg.de/>

Train to Heidelberg: <http://reiseauskunft.bahn.de/bin/query.exe/en>

Mannheim: <http://www.tourist-mannheim.de/en/Home>

[http://www.zum.de/Faecher/G/BW/Landeskunde/rhein/ma/ma\\_musee.htm](http://www.zum.de/Faecher/G/BW/Landeskunde/rhein/ma/ma_musee.htm)

<http://www.stadtpark-mannheim.de/>



A: Mannheim Main Station

B: ZEW

C: Ramada Hotel