



AFRICAN YOUTH FOUNDATION
Afrikanische Jugendhilfe e.V.
Fondation de la Jeunesse Africaine



**AFRICAN BUSINESS ENTREPRENEURSHIP NETWORK (ABEN)
ECOWAS-German Business Roadshow**

3 – 7 JUNE, 2008

**Berlin, Hamburg, Frankfurt and Bonn
GERMANY**

Business-2-Business Roadshow event on Trade and Investments in Africa

1. Dates, venues and participation

a. The African Business Entrepreneurship Network (ABEN) Business roadshow will be held from **3rd to 7th June, 2008** in Germany. A copy of the programme for the sessions will be available in the information package to be received from the organizing staff.

b. The event will start from Berlin on the 3rd of June and end in Bonn on the 7th of June 2008. Participants are urged to ensure that they register for the theme related towns. There will be a day's break after the Hamburg event on the second day, to allow participants to enjoy some sightseeing before the train continues to Frankfurt for the next event.

2. Scheduled for the events dates are:

Tuesday, 3 rd June 2008	<i>Economic growth, policies, trade rules and regulations:</i> Berlin
Wednesday, 4 th June 2008	<i>Renewable Energies, water and Agriculture:</i> Hamburg
Thursday, 5 th June 2008	Sightseeing tour or day off
Friday, 6 th June 2008	<i>Banking, Investments, Information Technology, Health and Education:</i> Frankfurt
Saturday, 7 th June 2008	<i>Business Dinner: Entrepreneurship (Youth and Women), Mineral Resources:</i> Bonn

3. Events Venues

Tuesday, 3 rd June 2008:	AVALON Hotel Berlin Emser Str. 6 10719 Berlin
Wednesday, 4 th June 2008	Hamburg (<i>venue to be announced</i>)

Friday, 6th June 2008

Kolping Hotel Frankfurt
Lange Straße 26
60311 Innenstadt, Frankfurt am Main

Saturday, 7th June 2008

Hotel Königshof
Adenauerallee 9
53111 Bonn

4. **Meals and Accommodation**

a. For those who have signed up for package A, this special package includes accommodation, breakfast and dinner, Coffee breaks and luncheons, in addition to information materials and most hotel facilities for the four days

b. Package B entails information materials, Coffee breaks and luncheons, and meeting room facilities.

5. **Insurance and travel expenses**

Participants are responsible for their health insurance and travel expenses.

6. **Organising Office**

A meeting logistics office could be reached at the following address:

Sebastianstr. 177-179
53115 Bonn
Germany

Telephone: +49 228 910 8833

Fax: +49 92 66 991

Emails: coordination@ayf.de or info@janero.eu or aben@ayf.de

Websites: www.ayf.de; www.janero.eu and www.aben.ayf.de

7. **Immigration formalities**

a. Participants who are not citizens of Schengen countries, or countries which does not have visa waiver agreement with Germany, must apply for visas from the German Embassies or Consulates in their country of origin. For information concerning visitors' visas kindly visit:

http://www.auswaertigesamt.de/www/en/willkommen/einreisebestimmungen/visumangel egenheiten_html

b. As a rule, missions require between two and ten working days to decide on an application for a short-stay visa. However, during the peak travel season there may be a waiting period for making the application to the German mission. Applicants are therefore advised to submit their applications minimum three weeks before time.

8. **Registration**

The registration office will be opened from 08:30 a.m. at all the venues till 18:00 p.m. throughout the five days of the roadshow according to a schedule to be provided by the organising offices. Participants are expected to sign in at the info/registration desk on arrival and complete the forms they will find at the desk. General information will be available at the info/registration desk. Identity badges will be issued at the information desk at the time of registration. Participants are requested to wear them at all times at all venues.

9. List of participants

An advance provisional list of participants based on replies received will be issued before the opening session. A complete list of participants will be included in the final report.

10. Internet, Telephone and fax services

An office offering Internet, telephone and fax facilities on commercial basis, will remain opened throughout the session at the event venues for the convenience of participants.

11. Additional services available for participants

Participants will be able to use the various facilities available in the different event venues, namely, bar, cafeteria and restaurant services.

General information about Germany

Flights:

Some airlines have direct flights to the chosen towns namely and many others, via Frankfurt, Dusseldorf or Munich. Direct flights to the following airports could be appropriate:

Berlin => Tempelhof, Tegel and Schönefeld Airports

Hamburg => Hamburg Airport

Frankfurt => Frankfurt Airport

Bonn => Cologne / Bonn Airport

Currency:

1 Euro (€)= approximately US\$ 1.5809 (indicative rate).

Weather:

In the month of June, the average temperature in Germany oscillates between 10 and 15 degrees Celsius, depending on the town. It is recommended to bring warm clothing. Coat racks will be available next to the document distribution centres at all venues.

Electricity:

230 volts, 50 hertz with continental 2-pin plugs.


Local time:

GMT + 01.

12. Contacts

Mr. Vincent Onyango	Programme Coordinator	Onyango@ayf.de
Ms. Stella Kallaghe	Events Manager	Kallaghe@ayf.de
Mr. Mike Aidoo	Coordination	aidoo@ayf.de
Ms. Kristin Lüpken	Assistant	info@janero.eu
Mr. Alain Vonan	IT Manager	coordination@ayf.de
Mr. Lenny Jansen	IT Assistant	

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