

3GPP SA4#131 MEETING– INFO SHEET

17 – 21 FEBRUARY 2025, EBU, GENEVA

VENUE

EBU – European Broadcasting Union
L'Ancienne-Route 17A, 1218 Le Grand-Saconnex / Geneva / Switzerland
Tel +41 22 717 21 11
<https://www.ebu.ch>

	Building Opening Hours	Meeting Hours
Monday	8:00 - 19:00	9:00 – 18:30
Tuesday	7:30 - 19:00	8:00 – 18:30
Wednesday	7:30 - 19:00	8:00 – 18:30
Thursday	7:30 - 19:00	8:00 – 18:30
Friday	7:30 - 18:00	8:00 - 16:00

You are requested to always wear your meeting badge at the EBU.

HOTELS

A block of rooms has been reserved for this meeting. Please note the deadlines for making reservations at the hotels listed below. After these dates, rooms will be released: availability and negotiated rates are no longer guaranteed.

Crown Plaza****

Av. Louis-Casali 75-77, 1216 Geneva / Switzerland
+41 22 710 30 30
www.geneva.crownplaza.com

Room rate: CHF 175

VAT and breakfast included; not included city tax CHF 3.75 pp/pn.

Reservation procedure: [Dedicated link](#)
Free cancellation 7 days prior to arrival
Reservation deadline: 2 February 2025

Getting to the EBU: 32-min. walk; 25 mins by nos 5 and 53 buses

EUROPEAN BROADCASTING UNION

L'Ancienne-Route 17A
PO Box 45
1218 Le Grand-Saconnex
Geneva, Switzerland

Tel. +41(0)22 717 21 11
Ext. +41(0)22 717 27 05
Email: daviesf@ebu.ch
www.ebu.ch

Hilton****

Rte François-Peyrot 34, 1218 Le Grand-Saconnex / Geneva / Switzerland
+41 22 747 02 02
www.hilton.com

Room rate: CHF 195
VAT and breakfast inc.; city tax of CHF 3.75 pp/pn exc.

Reservation procedure: [Dedicated link](#)
Free cancellation 14 days prior to arrival
Deadline for reservation: 1 February 2025

Getting to the EBU: 19 min walk; 15 min. by no. 60 bus

IBIS Nations***

Rue du Grand-Pré 33/35, 1201 Geneva / Switzerland

+41 22 919 20 30
www.all.accor.com

Room rate: CHF 150
VAT and breakfast inc.; city tax of CHF 3.75 pp/pn exc.

Reservation procedure: Ibis Nations Booking Form
Free cancellation 7 days prior to arrival.
Deadline for reservation: 10 February 2025

Getting to the EBU: 40-min. walk; 20 min. by nos 3, 5, 8, 60 buses

IBIS Styles Genève Palexpo Aéroport ***

Route François-Peyrot 28, 1218 Le Grand-Saconnex / Geneva / Switzerland
+41 22 545 45 45
www.all.accor.com

Room rate: CHF 130
VAT and breakfast inc.; city tax of CHF 3.75 pp/pn exc.

Reservation procedure: Ibis Styles Booking Form
Free cancellation 14 days prior to arrival.
Deadline for reservation: 15 January 2025

Getting to the EBU: 18-min. walk; 13 mins by nos 5, 8, 60 buses

IBIS Budget Genève Palexpo Aéroport*

Rte François-Peyrot 28, 1218 Le Grand-Saconnex / Geneva / Switzerland

+41 22 545 46 46

www.all.accor.com

Room rate: CHF 110

VAT and breakfast inc.; city tax of CHF 3.75 pp/pn exc.

Reservation procedure: Ibis Budget Booking Form

Free cancellation 14 days prior to arrival

Deadline for reservation: 15 January 2025

Getting to the EBU: 18-min. walk; 13 mins by nos 5, 8, 60 buses

GETTING TO THE EBU

Public transport

Ticket machines are available at most bus stops and on some buses. A ticket costs CHF 3 for the city district, maximum travel time 1 hour.

If you are staying at a hotel, you will be offered a Geneva Transportation Card, giving you free access to public transport. For more information check the following [link](#).

From the airport

By public transport: journey time c. 15 mins

- No. 5 bus (direction "Thônex-Vallard") and get off at the "Le Pommier" bus stop.

- No. 28 bus (direction "Jardin botanique") and get off at the "Le Pommier" bus stop.

By taxi: journey time c. 10 mins:

Average rate: CHF 20-30

From Geneva city (Cornavin) train station

The no. 5 bus (direction "Aéroport") or the F bus (direction "Gex-Aiglette") both stop at "Le Pommier", from which the EBU is a short walk.

TRAVELLING TO SWITZERLAND

The documentation required to enter Switzerland varies according to your country of origin. Please check the requirements that apply to you.

Citizens of EU/EFTA member states must have a valid passport or national identity card to enter Switzerland.

Citizens of non-European states (outside the EU and EFTA) can enter Switzerland if they have a passport that is valid for at least 3 months after the scheduled date of departure from Switzerland and if the passport was issued less than 10 years ago.

Citizens of certain non-European countries also need a visa to enter Switzerland. You can find out if this applies to you [here](#).

Visa

Should you require a personal invitation letter for your visa application, please contact francoise.davies@ebu.ch or matheu@dvb.org.

Note that the visa letter does not automatically guarantee visa delivery. This is subject to embassy or consulate approval.

PRACTICAL INFORMATION

Weather

In February, the temperature ranges from 7° to -1° C.

Currency

The Swiss Franc (CHF) is the official currency.

While Switzerland is not part of the European Union and thus is not obliged to convert to the Euro, many prices are nonetheless indicated in euros so that visitors may compare prices.

Merchants may accept euros but are not obliged to do so. Change given back to the client will most likely be in Swiss francs.

The airport has a wide number of currency exchange and banking facilities. This includes ATM cashpoint machines as well as several bureaux de change outlets, offering competitive rates of currency exchange.

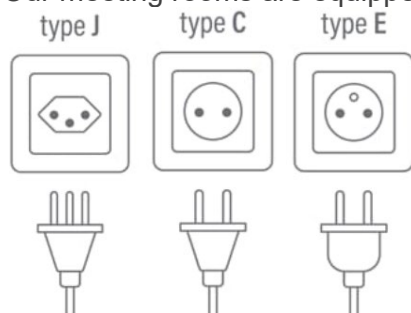
Local Custom

Plan to tip around 10-15% in Swiss restaurants. However, the exact tip amount when eating out in Switzerland depends on the place, occasion, and order size.

Power Plugs

Regular Swiss plug is J type. Note that C type is compatible with J type.

Our meeting rooms are equipped with J and E type.



EBU

OPERATING EUROVISION AND EURORADIO



Emergency Numbers

Police: 117

Fire-service: 118

Ambulance: 144

European Emergency number: 112



Group EBU -17th to 21st February 2025

Please complete this form and e-mail it as an attachment directly to the hotel.

Kindly note this booking is subject to hotel availability and first come first served policy

Single room: 150 CHF. - Per room per night –

Double occupancy: + 17 CHF – Per room per night

Rate includes room, breakfast and VAT. City Tax on supplement CHF 3.75 per person per night.

1. YOUR DETAILS - Please complete in block capitals

Family name:	_____	Given name:	_____
Home	_____		
address:	_____		
Tel (direct line):	_____	Fax:	_____
E-mail:	_____		

2. ROOM REQUIREMENT - Please choose room type

<input type="checkbox"/> Single room (one bed 160*200cm)	<input checked="" type="checkbox"/>	Ibis Geneve Centre Nations Rue du Grand Pré 33-35 1202 Genève E-mail: alessandra.monachino@accor.com
<input type="checkbox"/> Double room (one bed 160*200cm)		
<input type="checkbox"/> Twin room (2 single beds 80*200cm)		
Arrival date: _____	Departure date: _____	Number of room night(s): _____

3. TO GUARANTEE YOUR ROOM - To confirm the booking a credit card number is mandatory.

Card type _____	Card number _____
Expiry date _____	Name on card _____
Signature of cardholder _____	
To cancel a guaranteed reservation, you must contact the hotel 7 days before arrival date and obtain a cancellation number; otherwise one room night will be charged.	

4. EASY CHECK-IN – Optional.

In order to facilitate your check-in, we thank you to fill in the following information.		
Date of birth:	City of Birth :	Nationality:
Passport N° :	Date of issue :	Date of Validity :

As part of the General Data Protection Regulation in force since May 25, 2018, please note that this data will be destroyed after processing the reservation.

Your conditions of sales

Preferred rates available until 30 days before arrival

Single occupancy (1 guest)

CHF 130.-

Double occupancy (2 guests)

CHF 150.-

Rate are per room and per night. Room, breakfast and VAT included.

City tax on supplement (CHF 3.75 / day / person – subject to modification)

**Rates available for a stay between 17/02/2025 and 21/02/2025
non-included according to the allotment and hotel availability**

Cancellation policy

You can cancel your reservation free of charge, totally or partially, on the following due date, otherwise any cancellation will be charged in full:

Until 14 days before the arrival date

Payment policy

Following your reservation confirmation, you will obtain a secure Saferpay payment link.

In case of cancellation in time according to the aforementioned deadline, the credit card used to pay the reservation will be automatically refunded with the corresponding amount.

Please note that in the absence of payment **your reservation will be automatically cancelled** by the system.

Your personal details

Last name

First name

E-mail address

Phone number

Your stay

Check-in date

 / /

D D M M Y Y

Check-out date

 / /

D D M M Y Y

Room category

Single room

(double-bed or twin-beds according to availability)

Double room

Twin room

Your easy check-in | Optional

Nationality

Passport number

Birth date

Birth place

Invoicing address



Your conditions of sales

Preferred rates available until 30 days before arrival

Single occupancy (1 guest) CHF 110.-
Double occupancy (2 guests) CHF 125.-
Rate are per room and per night. Room, breakfast and VAT included.
City tax on supplement (CHF 3.75 / day / person – subject to modification)

**Rates available for a stay between 17/02/2025 and 21/02/2025
non-included according to the allotment and hotel availability**

Cancellation policy

You can cancel your reservation free of charge, totally or partially, on the following due date, otherwise any cancellation will be charged in full:

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Your personal details

Last name

First name

E-mail address

Phone number

Your stay

Check-in date

 / /
D D M M Y Y

Check-out date

 / /
D D M M Y Y

Room category

 Single room
(double-bed or twin-beds according to availability) Double room Twin room

Your easy check-in | Optional

Nationality

Passport number

Birth date

Birth place

Invoicing address

