

Dear participants of the Global Caucus,

the Municipality of Cologne has invited you to realise your **Global Caucus meeting preparatory to COP 23 on November 4 and 5, starting at 10 am, at the Town Hall** (Rathausplatz 2, 50667 Köln). The meeting will take place in the Council Hall (Ratsaal) in the so-called Spanish Building (Spanischer Bau), see picture.



**Spanish Building, entrance see steps in the middle of the background**

It is a great honour for us of the INFOE voluntary team to welcome and assist you here on the occasion of the Global Caucus.

In the following some information to make your stay as convenient as possible.

### **How to get to Cologne Town Hall?**

Cologne Town Hall is only a **few minutes walking distance from Cologne Central Station and Cologne Cathedral.**

For your convenience, members of the INFOE team shall be waiting for you **as from 8.15 am in Cologne Central Station, inside main entrance, next to the Body Shop as Assembly Point.** From there we will accompany you to the Town Hall.



**Cologne Central Station main entrance/exit seen from inside, Body Shop to the right**



**Body Shop inside Cologne Central Station, please assemble here**

Latecomers will be attended until 10 am, if you need assistance, call +49 178 174 69 66.

For those who wish to access individually: turn left once outside the main entrance to Cologne Central station and follow *tunneled street* adjacent to Cologne Cathedral (direction *Philharmonie / Hotel Mondial*). Once at the end of this street (*Hotel Mondial* to the left, parking centre *Parkhaus am Dom* to the right), turn right into *Am Hof* and after only a few meters turn left into first street at the left, *Unter Taschenmacher*. Walk this street to the end (becomes *Bürgerstraße*), the Spanish Building will be to your right.

We shall also accompany your groups of participants in the evening leaving for their accommodation places and on Sunday at 1pm heading for the Dialogue of the States. We can arrange for group tickets and assist you in matters of public transport.

Should you require any further information, please contact us at [elke@infoe.de](mailto:elke@infoe.de) before Saturday or the above phone number on Saturday/Sunday itself.

We wish you a safe journey and are looking forward to seeing you here in Cologne,

Best regards,

Elke  
for the INFOE team