



IAA Regional Seminar

September 28-29

Baku- Azerbaijan

General Information



1. ORGANIZERS

The regional seminar is organized by the Actuarial Association of Azerbaijan with the assistance of the International Actuarial Association through its Advice and Assistance's Eurasia and Middle East Subcommittee and the IAA Fund committee.

2. DATE AND LOCATION

The seminar will take place on Monday September 28 and Tuesday September 29. Nonetheless the Actuarial Association of Azerbaijan has organized a special Tour of Baku on Sunday, September 27. All participants to the seminar are welcomed to attend.

The seminar will take place **Holiday Inn Hotel**, Keykab Khanim Safaraliyeva Street 5.

3. TRANSPORTATION

Each participant is responsible to make its own flight reservations.

Midsized bus 16 runs to the airport from the southeast corner of Vurğun Gardens (30q), every half hour between 7am and 8pm. From the airport it operates 6.30am to 7.30pm starting at the far side of the car park from the terminal.

Taxis to the city centre cost around AZN25. Between 7.30pm and 11.30pm you could save money by paying a taxi around AZN10 to get you to Əzizbəyov metro station then continue by public transport.

4. HOTEL

The organizers have recognized the Holiday Inn Hotel located at Keykab Khanim Safaraliyeva Street 5 as a recommended hotel for your stay in Baku. Following your convenience, please contact the **Holiday Inn Hotel** directly through the following e-mail address zuleykha.huseynova@hi-baku.com or by calling [+994 55 409 1144](tel:+994554091144). Mention the reservation code **ASA** to receive the special rate. When making your reservation, please consider the points below:

- Special rates will be applicable only for reservations sent via e-mail to reservation@hi-baku.com by name the key words "**ASA**", indicating the required room type (Sea/City view).
- Payment upon arrival. Credit Card number should be given for the reservation guarantee when making the booking.
- Payment in cash is accepted only in local currency!
- Any individual booking cancellation or amendment to reservation must be received by Hotel in writing 24 hours prior arrival. In case of No-Show the room will be charged for one night stay. Company should guarantee the payment of no-show in case of guest refuse to pay.

5. VISAS

Citizens from some countries may require a visa for entry into Azerbaijan. Please ensure if the visa requirement applies to your country; is so please follow one of the two steps outlined below:

- a) Contact the Azerbaijan Embassy or consulate in your country at least 3 weeks before your estimated arrival to Azerbaijan, and request your visa directly with them. Visa fee is 60 EUR
- b) Contact (office@asa.az or azerbactuary@gmail.com) at the Actuarial Association of Azerbaijan requesting their assistance on the process, and provide them with the following information:



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- i. High resolution of scan of the picture page of the
- ii. Passport style digital picture in colour (head and shoulders against white background). Please send the 3X4 picture as a jpg file.
- iii. E-Visa application form complete and attached
- iv. Visa fee is 60 EUR

6. CLIMATE

The month of September is characterized by a nice average temperature, with daily highs decreasing from 29°C to 23°C over the course of the month.

7. Currency

ATMs are common throughout Baku. Exchange facilities are nearly as ubiquitous and don't charge commission. Rate-splits are excellent for US dollars (under 1%), good for euros, poorer but still competitive for Russian roubles and pounds sterling (around 4%). Various other currencies (including Georgian lari) can be changed in some change booths but on far less favourable terms. Some exchanges open late into the evening but most banks shut by 4pm. The best rates are usually available on 28 May küç at Vurğun Gardens.

8. Dress code

The dress code for the event is business casual

9. Language

Presentations at the event will be held in English

10. Contact information

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