



**Secretariat for EU Meetings
in Sweden 2023 (SES23)**

Memorandum
2023-03-28

Practical Information Note

Single Market Forum Conference
2 MAY 2023

The Secretariat for EU Meetings in Sweden 2023 (SES23) and the European Commission is pleased to provide the following practical information to help you prepare for the Single Market Forum Conference (SIMFO) on 2 May 2023 at Grand Hôtel in central Stockholm.

Please note that this information may be subject to change. The latest information will be provided as soon as it becomes available via the website [Single Market Forum Conference \(SIMFO\)](#).

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Number of participants

Seats are limited. Please check your invitation for the number of seats reserved at the venue for you.

Registration and accreditation

For security reasons, all participants must be registered and accredited to access the conference venue. Please follow the procedure set out on the online accreditation platform.

As soon as your accreditation has been approved, you will receive a confirmation validating your registration for the conference.

Participants will be able to collect their badges when they arrive at the conference venue. All badges are strictly personal and non-transferable. For security reasons participants must visibly wear a valid badge at all times.

Accreditation instructions

Individual participants register on the website [Single Market Forum Conference \(SIMFO\)](#).

You are kindly requested to register as soon as possible and latest by **19 April 2023**.

Please note that online participation does not require registration. The event will be broadcasted live on the same registration website above.

If you have any questions regarding your registration, please send an email to simfo-30thanniversary@wmhproject.fr.

All personal information provided for accreditation will be processed in accordance with the EU General Data Protection Regulation (GDPR).

Meeting venue and facilities

The Single Market Forum Conference (SIMFO) will be held at [Grand Hôtel](#) in central Stockholm. The address is Södra Blasieholmshamnen 8, 103 27 Stockholm.

The meeting rooms are located inside the premises of the hotel building. There will be guiding signs.

Complimentary buffet lunch and drinks will be served at 12:00–13:30.

Transport and airport arrivals and departures

All participants are required to make their own travel arrangements. Transport to and from Arlanda Airport/Bromma Airport and Stockholm city is available by train, bus and taxi services. For more information about bus and taxi providers, updated timetables and ticket purchases please visit [Stockholm Arlanda Airport \(swedavia.se\)](#) and [Stockholm Bromma Airport](#).

Accommodation

Please note that participants will be responsible for their own accommodation arrangements and costs.

Participants who wish to make a room reservation at Grand Hotel can do it through this [link](#) in order to get a lower rate.

Other recommended hotels in proximity to the venue are;

- [Downtown Camper by Scandic](#)
- [Scandic Continental](#)
- [Hotel Reisen](#)
- [Sheraton Stockholm Hotel](#)

Due to high demand, we strongly recommend booking as soon as possible.

SIMFO information website

Updated information regarding the conference will be published on the [registration website](#). This includes programme and practical information.

General information

Internet/Wi-Fi

Wireless internet access will be available throughout the venue premises.

Network name: Grand Hotel – Guest

Password: Nobel190

Lost & found, and insurance

If you have lost or found an item, please contact the hotel front desk. Please note that the organisers are not liable for personal injuries or loss or damage to the personal property of registered participants and media representatives. All participants should make their own arrangements with respect to personal insurance.

Currency

The official currency of Sweden is the Swedish krona (SEK). You can see the exchange rate here: https://www.ecb.europa.eu/stats/policy_and_exchange_rates/euro_reference_exchange_rates/html/eurofxref-graph-sek.en.html

The automated teller machines (ATMs/Bankomat) in the airport arrival hall accept most foreign debit and credit cards. Please note, however, that many shops and service providers in Stockholm do not accept cash. All major credit and debit cards are accepted.

Shops

Shops are generally open between 10.00 and 19.00. On Sundays, most shops are open between 12.00 and 16.00. Please note that 1st of May 2023 is a bank holiday in Sweden and can affect the opening hours of shops and restaurants.

Banks and credit cards

Most banks are open from Monday to Friday from 09.00 to 16.00. Almost all banks have ATMs that accept foreign bank cards (look for the Bankomat sign). It is best to contact the issuing bank before departure to check whether your bank card is valid in Sweden. American Express, Mastercard and Visa are widely accepted in Sweden.

Weather conditions

In May, the weather in Stockholm is usually mild to warm, with an average temperature of around 11-16° C, but this can vary greatly. In the evenings, it can get colder and you will need a jacket.

More information about

- The Swedish Presidency [Swedish Presidency of the Council of the European Union \(europa.eu\)](https://europa.eu/sweden)
 - The European Commission [SM30 website](https://ec.europa.eu/smart30/)
 - How members of the press can follow the Swedish Presidency [Media \(europa.eu\)](https://europa.eu/press/)
 - Stockholm [The official guide to Stockholm - Visit Stockholm](https://www.visitstockholm.se/)
 - Sweden [Hej! Welcome to Sweden | sweden.se – the official website of Sweden](https://www.sweden.se/)
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SINGLE MARKET FORUM (SIMFO)



#SingleMarket30