Welcome to the HQ SACT FFAO Workshop held at the Stefánia Palace and Cultural Centre in Budapest. Below is some administrative information you may find helpful as you prepare to join us. To register for this event, please send a confirmation mail to paul.deruiter@act.nato.int and grigory.medina@act.nato.int no later than 2 April 2014.

**Venue:**
Stefánia Palace and Cultural Centre
Stefánia road 34-36, 1143 Budapest, Hungary (Please, use the Zichy Géza Street main entrance – as on map view below. It is 500 m walking distance from proposed Hotel)

**Timing:**
The Workshop will begin on Wednesday 9 April at 0800 at Stefánia and will conclude on Thursday 10 April at 1230 (local time).

**Dress:**
Civilian-Business Attire
Military –Working Uniform

**Lodging:**
We have made a block reservation at Lions Garden Hotel, 1146 Budapest, Cházár András u. 4, from Tuesday 8 April to Thursday 10 April for 80 personnel. The Cost is 60 Euros per night per person (includes breakfast, Wi-Fi connection, access to the hotel's wellness facilities and VAT). The reservation is under NATO. You must contact Lions Garden at sales@lions-garden.com in order to make your own reservation.

**Preparation:**
Agenda and read-ahead will be sent to the attendees from 26 March 2014. It will be available at the ACT Strategic Foresight webpage (when available) at http://www.act.nato.int/subpages/futures-workshops.

**Assistance:**
Should there be any questions please contact our conference coordinators LTC De Ruiter or LTC Medina (+1-757-747-3489 or NCN 555-3489).