



Digital Credentials for Europe
WP6 Workshop 2
GUIDE



Co-funded by
the European Union

Dear Participants,

To assist you in planning your travel and accommodations for the upcoming workshop, we are pleased to provide you with a comprehensive guide that includes hotel recommendations and transportation options. Additionally, we have prepared a preliminary agenda with tentative timings to give you an overview of the workshop schedule.

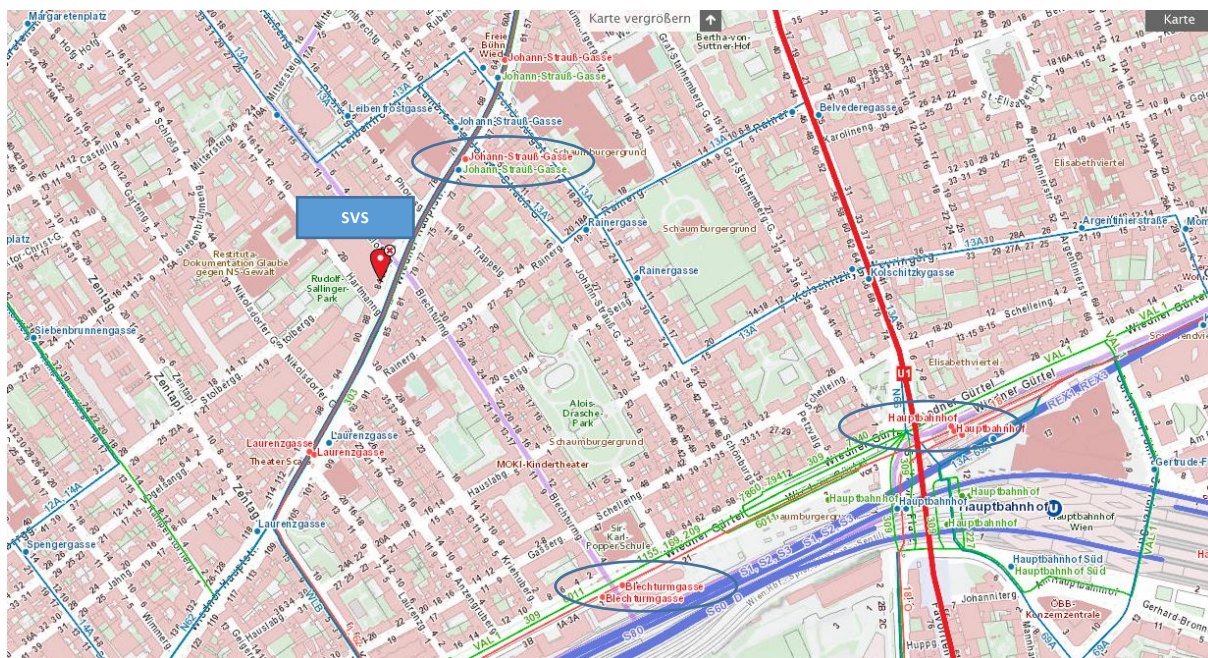
Basic Information about Workshop 2, in Vienna:

- **Event Organizer:** DVS (Dachverband der Sozialversicherungsträger)
- **Event Host:** SVS (Sozialversicherung der Selbstständigen)

Venue: Wiedner Hauptstraße 84-86, 1051 Wien (Floor 8)

Transport options to the venue:

- Bus 13A Station “Johann Strauß Gasse” (5 min walk)
- Tram 18 Station “Blechturmstraße” (7 min walk)
- Metro U1 Station „Südtiroler Platz /Wien Hbf.“ (17 min walk)



Hotel Recommendations

Recommended area of stay is close to Vienna Central Train Station (Wien Hbf.) as

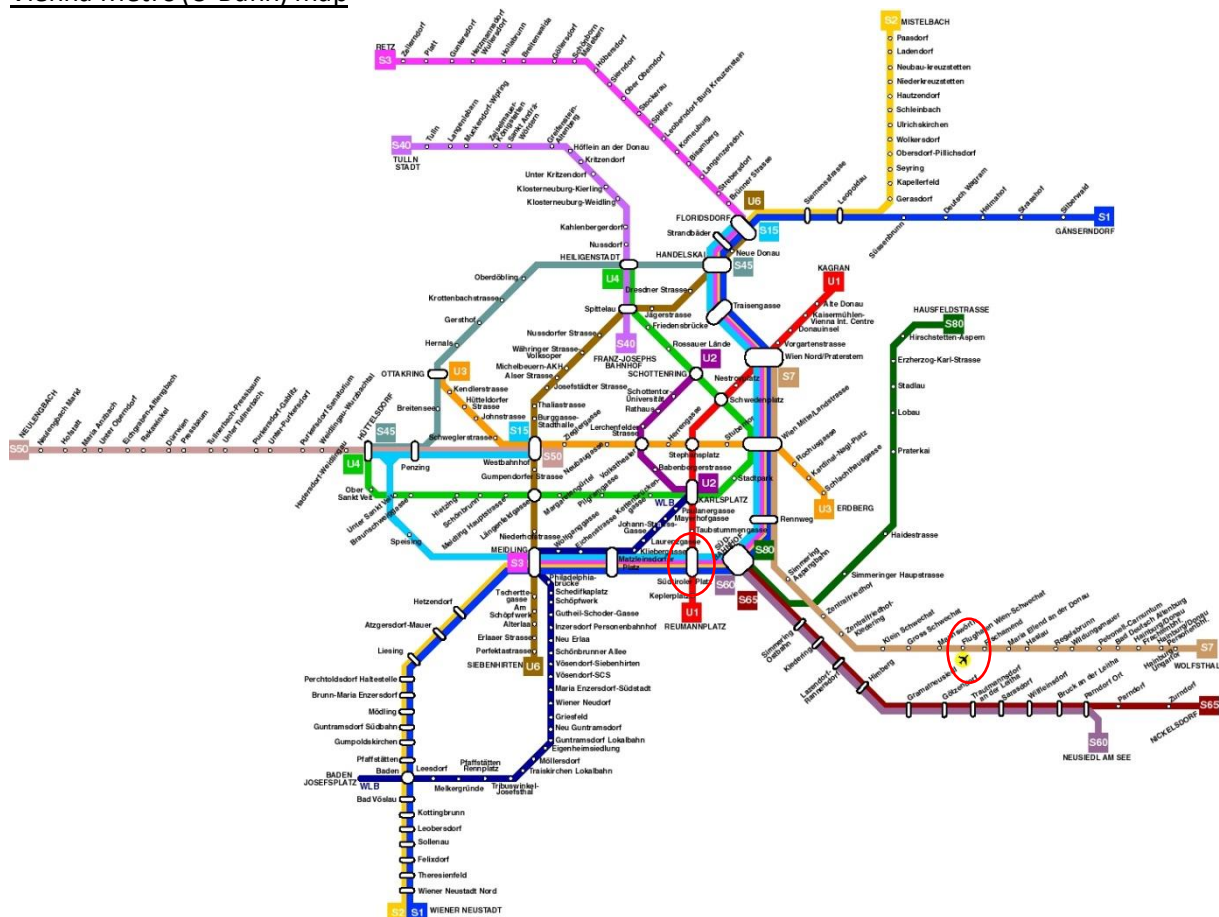
- direct train to the airport
- close to the city center / attractions in Vienna
- several transportation options
 - train (REX, RJ, RJX direct trains from airport or S7 with switch in Station "Rennweg")
 - metro (red line U1; Station "Südtiroler Platz / Wien Hbf.")
 - tram (0, 18, D)
 - bus (13A, 69A)
- 1,4 km distance to the venue (17 min walk)

Pentahotel - <https://www.pentahotels.com/de/hotels/oesterreich/wien>

Holiday Inn - <https://www.ihg.com/holidayinn/hotels/de/de/vienna/viect/hoteldetail>

Motel One - <https://www.motel-one.com/de/hotels/wien/hotel-wien-hauptbahnhof/>

Vienna Metro (U-Bahn) map



Co-funded by
the European Union



Transport options from the airport

Please note that the airport is located outside of Vienna in “Flughafen Schwechat”, transportation tickets for Vienna do not cover the airport area.

From the airport to Vienna Central Train Station (Wien Hbf.)

- [Train](#): costs 4,30€, trains are in every 15-30 minutes to Vienna (based on the daytime)
 - REX, RJ, RJX –15 min
 - S7 to “Wien Rennweg” switch to all S-trains to direction “Wien Meidling” – 30 min
- [CAT train](#): costs single ticket 14,90€ / return ticket 24,90€
 - 16 min non-stop to “Wien Mitte” switch to all S-trains to direction “Wien Meidling”
- [Taxi](#): costs 36€ - about 30min to Vienna
 - this cost refer to linked provider (Flughafentaxi-KM)
 - Telefon: +4368120797249

Public transport in Vienna

Most metro stations have ticket machines,

alternatively tickets can be purchased online: [Produkte WienMobil-Web Ticketshop](#)

- Single ticket: 2,40 € (with switching option valid one-way)
- 1 day ticket: 5,80 € (valid from purchase till 01:00)
- 48 hours ticket: 14,10€
- 72 hours ticket: 17,10€

Tickets are valid for all transportation modes within area of Vienna.



Co-funded by
the European Union



Financial issues

Be reminded that this event:

- Is going to be carried out within the period of execution of the action – 1st April 2023 to 31st March 2025 –,
- Is going to be held in connection to the Action and,
- Has been foreseen in the budget of the Action.

For these reasons, among others, the following Workshop costs will be, in principle, considered eligible and will have to be justified as follows:

a) Personnel costs:

Time dedicated by you to attend the Workshop will be recovered via imputation of hours in the special tool to be developed for this purpose – more information to be released soon -.

b) Travel and subsistence costs:

All travel, accommodation, and subsistence costs must be calculated on the basis of the costs actually incurred and in line with the beneficiary's usual practices on travel.

In order to correctly justify these expenditures and to be able to recover the part co-financed by the European Commission (50%), you will have to keep, at least, the following supporting documents:

- Means of transport: invoices and proof of payment (cash payment, bank transfers, etc.). In addition, do not forget to also keep all boarding passes in case you are travelling by plane. Any other supporting document, such as booking reservations, etc., will be also welcome.
- Accommodation and subsistence costs: invoices and proofs of payment. Any other supporting document, such as booking reservations, etc., will be also welcome.
- Other costs: if applicable, visa costs and other travel related costs, dully supported by their supporting costs (at least: invoice and proof of payment).

Finally, please, bear in mind that any other costs such as presents for family and/or friends, personal expenses, alcohol consumptions or any other expenditure with no relation to the Action will be considered non-eligible, and therefore, will not be reimbursed by the European Commission.



Co-funded by
the European Union

