

**Asia-Europe Business Forum (Milan, October 15-16, 2014)****INFORMATION NOTE****1. General information about the Asia-Europe Business Forum (AEBF)**

The AEBF will be organized back-to-back with the 10th Asia-Europe Heads of State Summit (ASEM) in Milan, hosted by European Council President Mr Herman Van Rompuy, the President of the European Commission Mr José Manuel Barroso and the Italian Prime Minister Mr Matteo Renzi. The AEBF is expected to attract around 300 high-level business representatives and CEOs from Europe and Asia.

The 2014 edition will take stock of the previous fora to ensure continuity of the process, while consolidating existing partnerships and addressing new paths of economic cooperation. The event will provide a unique opportunity for Asian and European business leaders to network and exchange views on economic and investment relations. This is the ideal platform to engage with political leaders from Europe and Asia on how to best meet today's and tomorrow's challenges.

The overall theme of the AEBF will be "Enhancing business relations to foster economic integration between Europe and Asia". The priority topics will be addressed by four task-forces composed by representatives of European and Asian businesses sectors that will work online and deliver final reports with thematic recommendations. Such recommendations will be endorsed by the AEBF, annexed to the "2014 AEBF Final Declaration" and conveyed to the political leaders.

The four priority topics:

- Trade and investments to foster integration between Europe-Asia;
- Food and water safety and security as drivers of global welfare and stability;
- Energy, green technologies and sustainable management of natural resources;
- EU-Asia cooperation in Infrastructures, Connectivity Networks and Space Technology.

2. Date and Venue of the Meeting

The AEBF will be held on **15 and 16 October** at the headquarters of Assolombarda – Confindustria's association based in Milan

Assolombarda
Auditorium Gio Ponti
Via Pantano, 9

Venue contact: Valentina Buitta (email: v.buitta@assolombarda.it, tel. +39-0258370578)

3. Working Language

The AEBF working language will be English. No simultaneous translation will be provided.

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4. Registration of the Delegates

Target participants are high-level business representatives and CEOs from Europe and Asia. All delegates are required to fill in the attached registration form and send it to: AEBF2014@confindustria.it **before 4 October 2014.**

For any queries regarding the registration, please kindly contact:

Laura Travaglini
Confindustria
Europe and Internationalization
Tel.+39-06-5903460
Mob.+39-3351093042
Email: l.travaglini@confindustria.it

Luisa Diago
Confindustria
Brand and Events
Tel: +39-065903620
Mob: +39-3355946242
Email: l.diago@confindustria.it

5. Meeting Secretariat

All delegates will be provided with conference kits, meeting documents, badges and other materials upon registration.

6. Entry Formalities

Visa is required for non-EU citizens.

To apply for a Schengen Visa to enter Italy you need to apply to the nearest Italian Embassy or consulate. In some cases foreigners intending to enter Italy need a Visa: applications can be made at the Italian Diplomatic and Consular Representations in your country of residence. For more info click [HERE](#) or paste the following address in your internet browser:

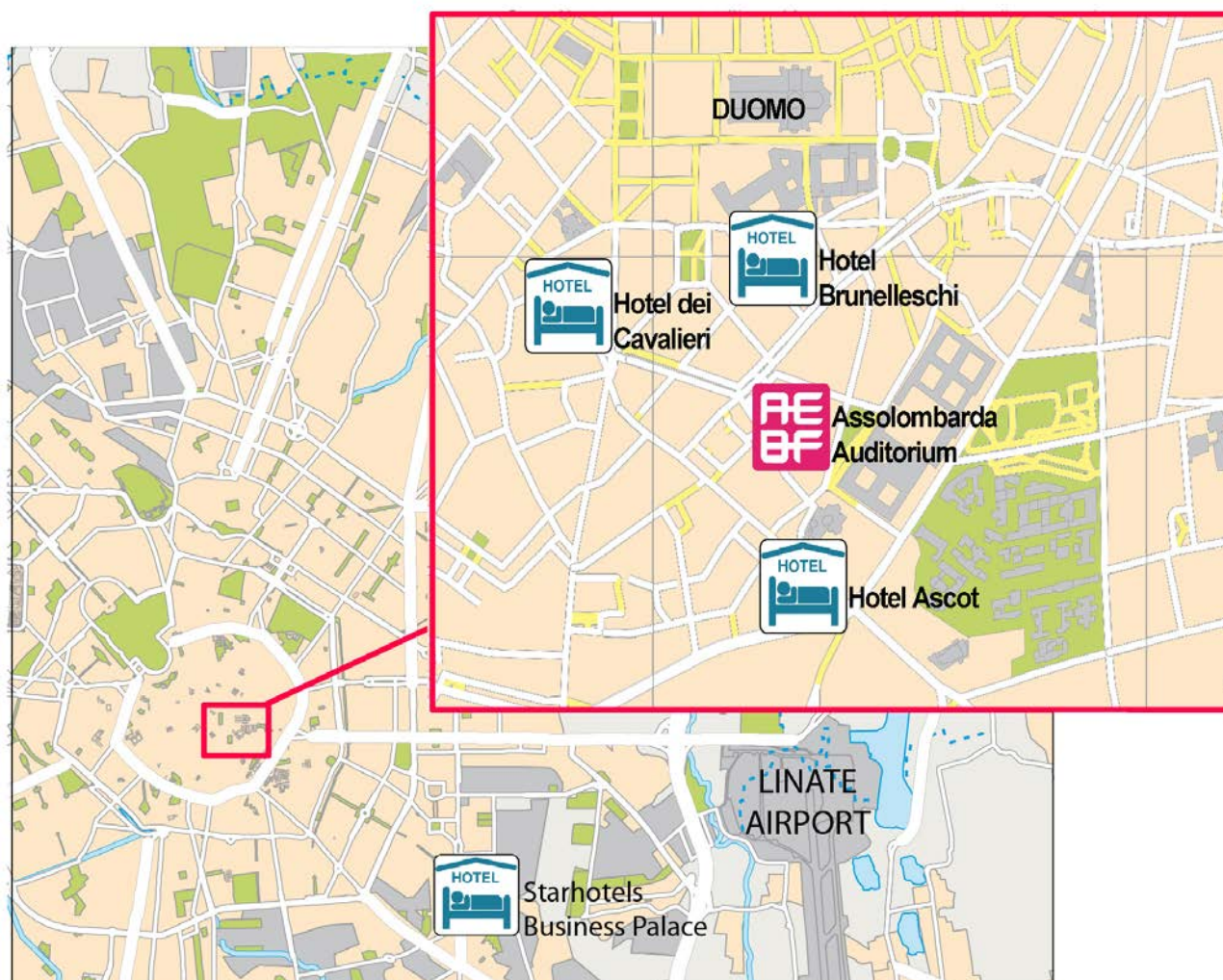
<http://www.esteri.it/MAE/EN/Ministero/Servizi/Stranieri/IngressoSoggiornoInItalia/>

7. Accommodation for Delegates

Special rates for registered conference participants have been arranged at a selection of hotels listed below. To take advantage of these special rates, please fill in the hotel reservation section of the registration form and send it to AEBF2014@confindustria.it **before 5 September 2014.**

Hotel Brunelleschi	(Via Baracchini, 2 – walking distance 200 mt)
Hotel Dei Cavalieri Milano	(Piazza Giuseppe Missori, 1 – walking distance 280 mt)
Hotel Ascot Milano	(Via Lentasio, 3 – walking distance 300 mt)
StarHotels Business Palace	(Via Gaggia, 3 – a shuttle bus service will be provided to and from the venue in conjunction with the starting and ending time of the forum)

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The month of October is peak season in Italy. A limited number of rooms have been reserved at the hotels mentioned above. Please make sure that room reservations are made before the deadline. Reservations will be handled on a first-come-first-served basis. Rooms will be subject to availability.

8. Special Dietary Requirements

Meals will be provided according to the programme. In case of special dietary requirements (vegetarians, allergies, etc.), please indicate it in your registration form.

9. Airports and Transportation

Milan has two main airports: Milan Linate Airport is the city airport, with a wide range of domestic flights and also some international flights. Milan Malpensa is the intercontinental airport of Milan.

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A welcome desk for your convenience will be located in the arrivals hall on 15 October at both airports. There will be a limited number of busses leaving to the hotels listed above (Hotel Brunelleschi, Hotel dei Cavalieri Milano Duomo, Hotel Ascot, Hotel Business Palace), the schedule depending on the main flights arrival times.

Delegates are requested to arrange their own transportation from the airport if other hotels have been chosen.

The taxis in Milan are white and can be hailed on the streets. Booking is possible at the following numbers: +39-026767, +39-025353, +39-028585, +39-024040, +39-026969.

10. Insurance

It is strongly recommended that each participant make his/her own arrangements for any necessary insurance coverage. The organizers will not be responsible for any liabilities or personal damages.

11. Climate and Dress Code

Average temperature in Milan in October is around 12°C

The dress code is business attire.

NOTICE FOR ASIAN PARTICIPANTS ONLY:

The territorial entrepreneurial Association of Rome and its regional area – Unindustria (www.un-industria.it), is organizing a business meeting to be held in Rome right after the AEBF event, on Friday 17th October. The event is fully sponsored and the costs of each Asian participant (Return High speed train from Milan to Rome on October 16 and 17 and hotel accommodation) will be offered by local authorities. The programme of the initiative will include business meetings with Italian companies as well as with high level local and national institution representatives. Participants who wish to take part in this event can directly contact Unindustria for additional information: international@un-industria.it