

Travelling Instructions

to Plzen (Pilsen) close to PRAGUE, [Czech Republic](#)

Health and travelling insurance

It is strongly recommended to arrange all insurances needed as the health care is not free of charge. It might be quite expensive.

Visa

You might need VISA to visit Czech Republic - we are part of the European Union and Schengen Zone. In some cases you might need also visa to return to your original country if you do not held a passport of the original country. Please, check the visa need at least two months before your departure. In the case that you will need a letter of acceptance for the conference consider 10 days for issuing a PDF, which will be sent via e-mail.

The **FORMAL LETTER of INVITATION** cannot be issued due to many reasons and it takes a very long time - up to 3 months.

In the case of any doubt contact immediately Ministry of Foreign [Affairs of the Czech Republic](#) and/or selected [Embassy of the Czech Republic](#) [use SEARCH: EMBASSY].

Financial information

To reach Plzen city you will need to approx. 500 CZK, i.e. 20 EUR in CASH. Use ATM machine available at the airport.

If you carry more than 350 000 CZK, approx. 14 000 EUR, recommended to declare them at the CUSTOM. Details: Ministry of Finance for details <https://www.mfcr.cz/en/>

Meals at the Prague Airport

BILLA minimarket - drinks and meals - between Terminal 1 and Terminal 2 - standard market cost values, open 6:00 - 22:00.

Restaurant at the Terminal 1 - arrival zone (exit from the custom zone) - there are stairs to the 1st floor - just follow - you can get a menu meal at 5 EUR - excellent meals.

At the ground floor at Terminal 1 (exit from the custom zone), you can buy a ticket for *Student Agency coaches* for Prague-Zlicin to Plzen journey or at the Zlicin station.

At the Zlicin station is also big shopping center with restaurants.

Travelling by public transport

Train and bus connections to Plzen with schedules: <http://jizdnirady.idnes.cz>, (change to ENGLISH is at the bottom of the frame).

How to reach Plzen (Pilsen) if you travel by air to the Prague

You can check Arrivals and Departures at <https://www.prg.aero/en#/>

There are many direct **international coaches** passing the Plzen city from many cities across Europe. It might be faster and cheap way to reach to Plzen.

- Eurolines - <https://www.eurolines.de/en/home/>
- Student Agency/Regiojet - <https://www.studentagency.eu/en/>
- FlixBus - <https://global.flixbus.com/> etc.

FAST connection by BUS from the Prague airport via Prague-Zlicin bus station to Plzen:

1. Buy a Student Agency ticket for Prague-Zlicin to Plzen bus (100 CZK, approx. 4 EUR) (free coffee/tea is served at the bus board) <https://www.studentagency.eu/en/>. Buy a ticket via WEB in advance or at the STUDENT AGENCY Stand - Terminal 1 arrival zone (exit from the custom zone). Busses to Plzen might be fully booked in peak hours. You can buy a ticket also directly at the Zlicin bus station. There is also a big shopping center with restaurants.
2. Buy a one way ticket for public Prague transport (32 CZK approx. 1,5 EUR) for Prague Airport to Prague-Zlicin bus station (tobacco/newspaper shop or at directly the bus station slot machine (you need coins!) or at the bus driver or perhaps using your credit card (should be already in operation). Count with 30 mins. at least, not to miss your bus to Plzen.
3. Use the BUS 100 (runs every 30 mins.) to Prague-Zlicin BUS & underground station. Mark the ticket **immediately** inside of the bus on the proper side of the ticket.
4. Student Agency yellow coaches running directly from the Prague-ZLICIN bus station to the Plzen city - Central bus station – takes approx. 60 mins.

Please, check Student Agency WEB at <https://www.studentagency.eu/en/> for details. It is highly recommended to buy your coach ticket in advance (via WEB <http://www.studentagency.eu>) or directly at the Prague airport (Terminal 1 [arrivals outside of the Shengen zone & U.K.] - ground floor, 5 mins. from the Terminal 2 [Shengen zone arrivals except of U.K.]).

At the ZLICIN station - the coaches' stop is on the right hand side if you stand back to the underground station (the same side where the stop for the Airport BUS No.1 bus stop is - just go 40 m further). Student Agency busses are YELLOW.

In the case, you do not get a coach ticket or you are late, we recommend you to take a bus 100 to ZLICIN station and change there to METRO (underground) and go to the SMICHOV nadrazi (railway station). In this case, you need another ticket 32 CZK. Then take a train to Plzen - leaves every hour approx. during a day. The cost of a train ticket is approx. 100-140 CZK – 6 EUR. **Trains leaving at xx:53 are direct and faster.** Please, see train schedule at <http://www.cd.cz/>

If you exit the Smichov station, there is a medium size shop on left hand side with refreshment (round the corner – not a kiosk).

Note: You can buy one day travel ticket for Prague - unlimited travel - cost approx. 160 CZK approx. 6 EUR - recommended if you intend to stay in Prague couple of hours

Warning: *please, do not take any non-official taxi as taxi drivers will try to get as much as possible from you.* Try to avoid taxi at all, drivers do have "turbo" and they will ask higher payment - Prague is "well known" because of that.

How to get to your hotel from the Plzen Train Station or Central Bus Station

At main bus/tram/trolleybus stations, a free WiFi (slow) should be available

Primavera Hotel and Congress Centre is about 30-35 mins. from the Central Bus Station or 10-15 mins. from the Plzen Train Station.

YOU CAN BUY 24 hours ticket for all public transport in Plzen for 70 CZK - READ instructions carefully - you have to write down date and hour for validation. You have to mark the ticket at a tram, bus or trolleybus on **each line change**.

Also you can buy tickets from a bus/tram/trolleybus driver - 20-25 CZK or you can pay by the credit card directly at a board slot machine [big yellow one] (should be in operation).

From the Central Bus Station (you will need 3 tickets in total)

You will need 3 tickets each 18 CZK. You can buy ticket from a tobacco shop or there is a machine on the exit of the bus station doors

- Take a tram No.2 (directly below the bus station) in the direction to Plzen Train/Railway Station. Get out at the Plzen Railway Station - approx. 5th stop and continue as follows

From the Plzen Train Station (you will need 2 tickets) and also for continuation if you arrived to the Central Bus Station. You need 2 tickets each 18 CZK.

- Take a tram No.1 direction to Slovany and go the terminal/final station.
- Take at the tram terminal station a trolleybus No.13 - direction Cernice (going out of the Plzen city) and get out at approx. 3rd stop (ask the driver - they know Primavera hotel position). Or you can pass the Primavera Hotel & Congress Centrum at your right hand side. You will have to walk approx. 100 m back to the hotel.

In the case of necessity, take a taxi - I would estimate the cost about 7-10 EUR. Ask for the cost before you take it and ask for the receipt as well.

Travelling from Plzen to Prague

On the way back from Plzen - take a coach to Prague to the Zlicin station and then a bus No.100 - you can reach the airport within 90 mins. (from Plzen city). Arrival to the Prague airport 2 hours before your flight is highly recommended.

BUY a coach TICKET from Plzen to Prague **in advance on your arrival** (There is a small ticketing shop at the Coach station platform) - buses are often fully booked in a morning!

At the Zlicin station you have to buy a ticket 32 CZK to reach the Prague airport.

How to get from the Primavera hotel to the City center and back

(City exploration and traveling to/from the conference dinner)

WE RECOMMEND to buy 24 hours ticket - it is cheap 70 CZK - approx. 3 EUR only - available at the hotel desk also from the tram/bus board ticketing slot using credit card

Take a trolleybus No 13 and get out at the Goethova or Anglické nábřeží station and walk 5 mins. and the same back. One ticket 18 CZK is needed for each journey.

Electricity plug-in

We use standard European 240 V 50Hz. The **WA9** standard grounded plug-in are compatible, you can also use ungrounded one for your notebook. Convertors available at the hotel desk; small deposit is required.

