

September 2011



Press Accommodation Guide for the Paralympic Games

Introduction

The Paralympic Games will be held from 29 August to 9 September 2012.

The London 2012 Paralympic Games will be staged in two main clusters of competition venues:

Olympic Park

Venue	Sport
Olympic Stadium	Athletics
Velodrome	Cycling - Track
Hockey Centre	Football 5-a-side, Football 7-a-side
Handball Arena	Goalball
Aquatics Centre	Swimming
Basketball Arena	Wheelchair Basketball, Wheelchair Rugby
Eton Manor	Wheelchair Tennis



See page 3 for your map of the competition venue zones

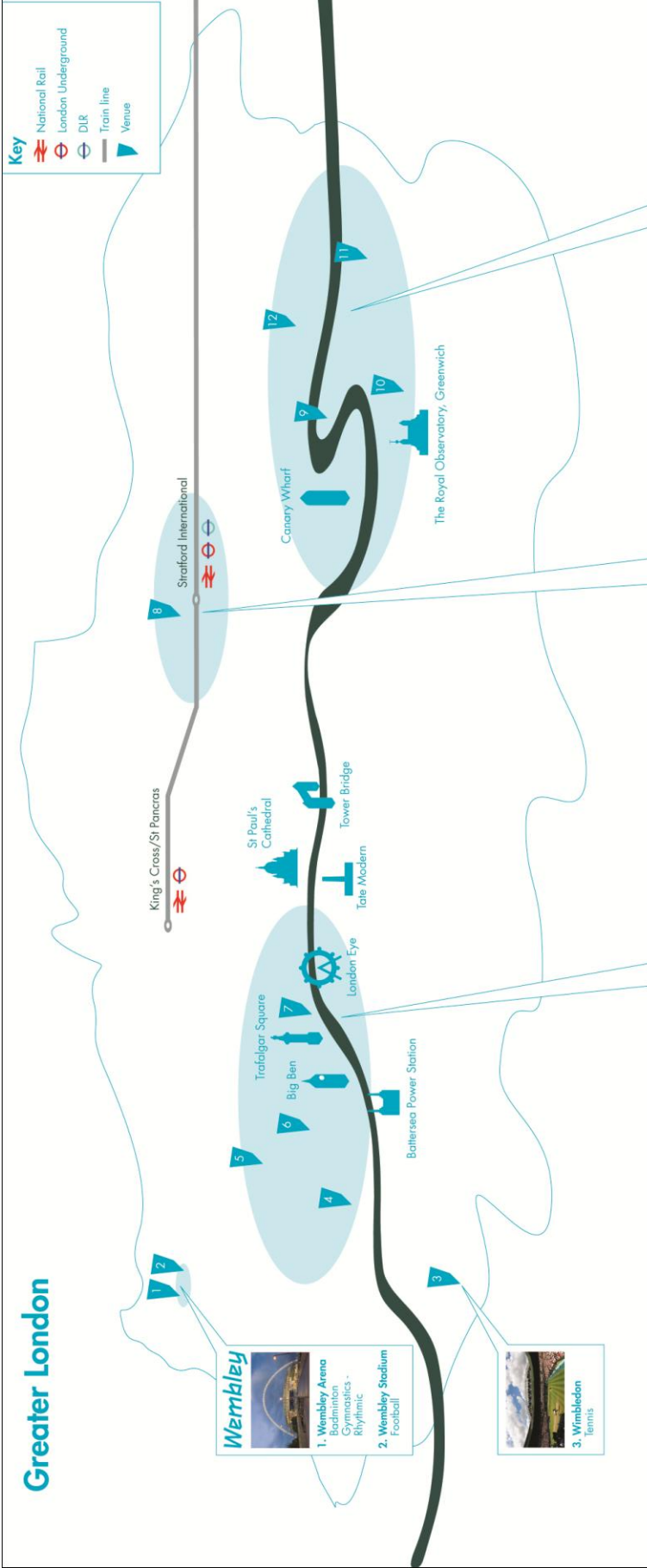
The River Zone

Venue	Sport
The Royal Artillery Barracks	Archery, Shooting
ExCel	Boccia, Powerlifting, Table Tennis, Judo, Wheelchair Fencing, Volleyball - Sitting
Greenwich Park	Equestrian
North Greenwich Arena	Wheelchair Basketball (including finals)
The Royal Artillery Barracks	Archery, Shooting

In addition to these two clusters, several events will take place at venues located in the Central Zone of London and outside London:

Venue	Sport
The Royal Artillery Barracks	Archery, Shooting
ExCel	Boccia, Powerlifting, Table Tennis, Judo, Wheelchair Fencing, Volleyball - Sitting
Greenwich Park	Equestrian
North Greenwich Arena	Wheelchair Basketball (including finals)
The Royal Artillery Barracks	Archery, Shooting

Greater London



Wembley

- 1. Wembley Arena
Badminton
Gymnastics - Rhythmic
- 2. Wembley Stadium
Football

- 3. Wimbledon
Tennis

Index of venues outside London



- 4 Lee Valley White Water Centre – Canoe Slalom
- 5 Eton Dorney – Rowing, Canoe Sprint, Rowing
- 6 Hampden Park – Football
- 7 Millennium Stadium – Football
- 8 Hatfield Farm – Cycling (Mountain Bike)
- 9 Old Trafford – Football
- 10 St James' Park – Football
- 11 Weymouth and Portland – Sailing, Sailing
- 12 City of Coventry Stadium – Football

Central Zone



- 4. Lord's Cricket Ground
Cricket
- 5. Lord's Cricket Ground
Archery



- 6. Hyde Park
Triathlon
Aquatics (Marathon Swimming)
- 7. Horse Guards Parade
Volleyball (Beach)

Key

- Blue triangle: Olympic Sport
- Red triangle: Paralympic Sport

Olympic Park



- 8. Olympic Park
Aquatics (Diving, Swimming), Synchronised Swimming, Water Polo
Modern Pentathlon (Swimming, Fencing)
- 9. Olympic Stadium
Football
Hockey
Cycling (BMX)
Hockey
Cycling (Track)
Athletics



- 10. Aquatics Centre
Swimming
Wheelchair Rugby
Goalball
Wheelchair Basketball
Football 7-a-side
Football 5-a-side
Cycling (Track)
Wheelchair Tennis

River Zone



- 9. North Greenwich Arena
Basketball (Futsal)
Gymnastics (Artistic/Trampoline)
Wheelchair Basketball
- 10. Greenwich Park
Equestrian (Dressage, Eventing, Show Jumping, Riding/Running/Shooting)
Equestrian
- 11. The Royal Artillery Barracks
Shooting
Shooting
Archery



- 12. North Greenwich Arena
Es-Canoe
Boxing
Judo
Fencing
Taekwondo
Table Tennis
Weightlifting
Wrestling
Powerlifting
Table Tennis
Judo
Wheelchair Fencing
Volleyball (Sitting)

Press Accommodation

The London Organising Committee of the Olympic Games and Paralympic Games (LOCOG) has reserved more than 750 rooms on behalf of the world's press, photographers and non-rights holding broadcasters with E-category accreditation for the Paralympic Games.

Location

There are press rooms near Olympic Park, in the River Zone and near ExCel. A complete list can be found at the end of this document.

The Holiday Inn Stratford which will open in 2012 is adjacent to the Olympic Park.

Unite Blithedale Court and Unite Pacific Court will make up one cluster of hotels and Unite Rahere Court and the University of London's Queen Mary will make up a second cluster of hotels for the purposes of Media Transport going to and coming from Olympic Park.

The hotel Aloft London ExCel will open autumn 2011 and is connected to ExCel at the East Entrance. It can be accessed via the Docklands Light Railway (DLR) from the Prince Regent DLR station.

The Ramada London Docklands is a four-minute walk from Prince Regent DLR station and ExCel East Entrance.

There will be extended Media Transport going between the Media Transport Mall adjacent to the Main Press Centre in Olympic Park and ExCel.

A number of rooms have been reserved at the Russell Hotel for press wishing to cover the Sailing events in Weymouth and Portland.

Timelines

In collaboration with the International Paralympic Committee (IPC), LOCOG has endeavoured to set more realistic timelines and deadlines than in the past for applying for press accreditation and reserving press accommodation. The National Paralympic Committees (NPC) welcome this change in philosophy and all bodies agree that deadlines must be enforced.

The timelines are as follows:

27 January 2012	LOCOG will send the Press by Number accreditation forms to the NPCs, along with the Press Accommodation Guide, to be forwarded to all press organisations that will have accreditation for the Paralympic Games
17 February 2012	Deadline for the NPCs to return the completed Press by Number accreditation form to LOCOG, thus indicating to LOCOG which press organisations will have accreditation. The press accommodation website reservation portal will be open to the accredited press from this date
27 February 2012	LOCOG will send the Press by Name accreditation application form to the NPCs so that accreditation data can be collected for each individual to be accredited
27 April 2012	Deadline for the NPCs to return the completed Press by Name accreditation application form to LOCOG
1 May 2012	Deadline for press accommodation reservations and 100% payment

Important Information

Accreditation requirement

Only accredited members of the press are allowed to reserve rooms from LOCOG and the number of reservations cannot exceed your accreditation allocation. So, if your organisation has nine E-category accreditations, you will not be able to reserve more than nine rooms.

Prices

Prices include Value Added Tax (VAT) and, in some cases, breakfast. Please refer to descriptions in this guide. All prices for rooms are per room per night (regardless of occupancy). If you choose to put two people in one room, the price of the room remains the same but you may be charged for an additional breakfast.

Incidentals

Prices do **not** include incidental charges including (but not limited to):

- Internet access if applicable (some properties offer internet service at no charge – please refer to the descriptions in this guide)
- Telephone charges
- Pay-per-view movies
- Laundry services
- Parking (where available)
- Damage deposits

Accommodation facilities may require a major credit card (e.g. Visa) or cash deposit in GB pounds to guarantee coverage of these expenses, and have agreed to maintain reasonable, customary and competitive prices and charges.

Booking Period

LOCOG has rooms available at the hotels and university facilities listed in this guide for the following dates:

20 - 28 August 2012
(pre-Games period)

29 August - 9 September 2012
(Games period)

10 - 12 September 2012
(post-Games period)

Room types

Room sizes and amenities vary from one hotel to another. We have made the room descriptions as consistent as possible, and these were correct at the time of print. Please note the following standards when reserving your room:

- Suite
- Executive double
- Standard double
- Executive single
- Standard single
- Executive twin
- Standard twin

The following bed types are common:

King-sized bed

(approximately 6ft x 6.5ft/180cm x 200cm)

Queen-sized bed

(approximately 5ft x 6.5ft/150cm x 200cm)

Double bed

(approximately 4.5ft x 6.25ft/135cm x 190cm)

Single bed

(approximately 3ft x 6.25ft/90cm x 190cm)

Twin

(two single-sized beds)

Accessibility

LOCOG is committed to barrier-free access for press with a disability. LOCOG has selected a range of hotels that have an inventory of guest rooms for guests with disabilities as follows:

Accessible room

A guest room with a fully accessible bathroom according to international standards

Wheelchair-friendly room

A guest room with access and space for wheelchair manoeuvres in the bathroom

Please note the link to www.directenquiries.com, a website that provides detailed descriptions of accessibility features specific to each hotel, including photographs of facilities. LOCOG strongly recommends that the press take time to review the accessibility features of their preferred properties before making their selection.

Although LOCOG will endeavour to satisfy the needs of the press, we ask for your cooperation in order to optimise the use of our available inventory of accessible rooms. This will ensure that the inventory of guest rooms can be efficiently allocated and that each guest's requirements are met.



For a quick guide to the amenities available at each of the Paralympic Games press hotels, turn to pages 10-11

Internet access

Internet services vary and some hotels charge for internet access. Please refer to hotel descriptions for details on internet services, current as of June 2011, when the information was compiled for this publication.

Parking

Where parking is available, all hotels and university facilities will charge a fee. Please refer to hotel descriptions for details on parking, current as of June 2011, when the information was compiled for this publication.

Confirmation and amendments

Final confirmation of accommodation assignments will be made only after LOCOG receives your online reservation and corresponding payments.

Upon final confirmation, no changes, exchanges, refunds or credit transfers to other rooms will be allowed.

Release of rooms

If you wish to release rooms, please contact Press Operations at

pressoperations@london2012.com

and we will make our best efforts to put you in contact with another organisation who is seeking to reserve rooms. You will remain liable to LOCOG for all payments and the buying organisation would pay you directly.

Reservation and Payment deadlines

Once LOCOG receives your online reservation you will be required to pay 100% by Visa credit or debit card or you may choose to be invoiced. For all payment methods, the deadline for the payment is 1 May 2012.

All rooms must be reserved, confirmed with an online reservation (which will constitute a contractual agreement between LOCOG and your press organisation) and paid for in full by the final payment deadline of 1 May 2012.

Accommodation reserved for the press for the Paralympic Games:

Name	Web address	Category	Room rates (standard room)	Internet access	Food services	Laundry services	Parking
Aloft London ExCel One Eastern Gateway Royal Victoria Dock London, E16 1FR	http://www.starwoodhotels.com/aloffhotels/property/overview/index.html?propertyID=359	4-star	£170 (breakfast TBD)	Free WiFi	Lounge/ bar and snacks	Yes	Yes
Holiday Inn Stratford To be determined (TBD)	Hotel still under construction - TBD	TBD	TBD	TBD	TBD	TBD	TBD
Queen Mary University of London Mile End Road Mile End, London, E1 4NS	http://www.qmul.ac.uk/studentlife/accommodation/index.html	University	£60 - £70 (breakfast excluded)	Free internet access	Yes	On site laundry room self-serve	TBD
Ramada London Docklands, ExCel 2 Festoon Way Royal Victoria Dock London, E16 1RH	http://www.ramadadocklands.co.uk	4-star	£96 – £128 (including breakfast)	£2 per hour or £5 per day	Yes 24hr, includes a restaurant and a bar	Yes	Complimentary parking on a first-come first-served basis. Alternatively there is also pay parking

Name	Web address	Category	Room rates (standard room)	Internet access	Food services	Laundry services	Parking
Unite Blithedale Court 10 Witan Street Bethnal Green London, E2 6FG	http://www.unitee-students.co.uk	University	£85.00	Free 2mb access	No	On site laundry room self-serve	Limited
Unite Pacific Court 15 Assembly Passage Whitechapel, London, E1 4EY	http://www.unitee-students.co.uk	University	£78.00	Free 2mb access	No	On site laundry room self-serve	Limited
Unite Rahere Court Toby Lane Mile End, London, E1 4DW	http://www.unitee-students.co.uk	University	£80.00	Free 2mb access	No	On site laundry room self-serve	Limited

Accommodation reserved for the press for the Paralympic Games in Weymouth and Portland:

Russell Hotel, 135-138 The Esplanade, Weymouth, DT4 7NG	http://www.marlynleisurebreakeks.co.uk/hotels/The_Russell_Hotel/index.php		£62 - £103 (including breakfast)	No internet access	Restaurant, lounge and bar	No	Limited
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