

**IATA  
GROUND  
HANDLING  
CONFERENCE**

**Reykjavik, Iceland  
7 – 9 May 2024**

**Q&A**



# Before you Travel

# How to Register

Registration is mandatory for everyone wishing to attend the IGHC. No exceptions will be made. To register for the IGHC 2024, please use the link below, complete all the requested fields, and proceed with payment for your registration to be valid.

[REGISTER NOW](#)

## Need help?

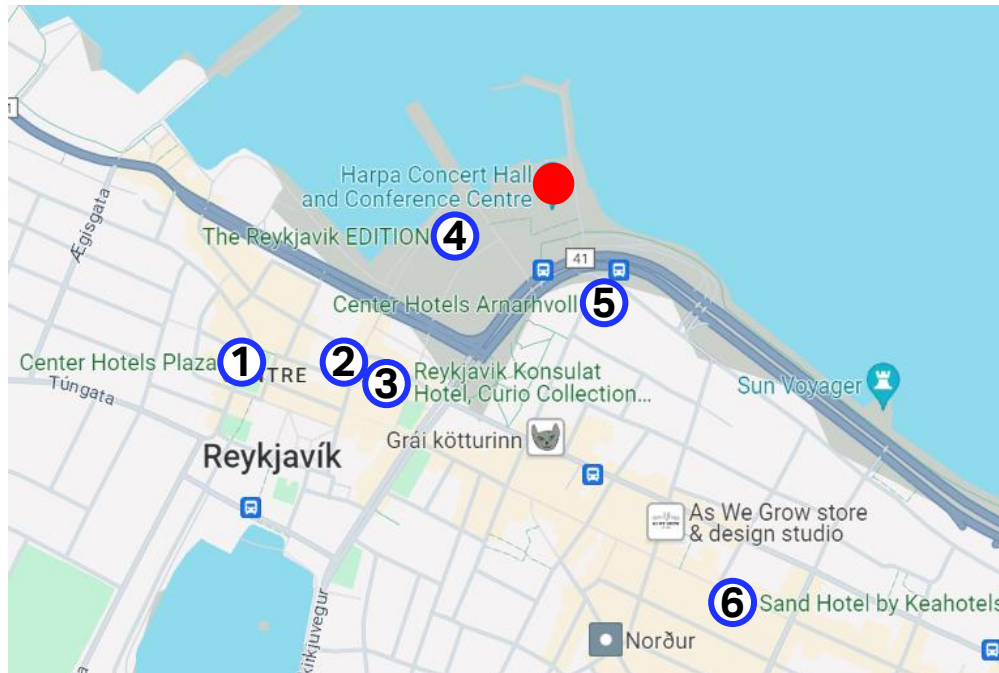
If you are a delegate, sponsor, exhibitor, or media representative, in case of questions about your registration to the event or your hotel booking, please reach out to us at [iataighc@gl-events.com](mailto:iataighc@gl-events.com) for further assistance.

If you are a speaker, you should have received a Speaker Kit with all the details to register, as well as information about your presentation, etc. If you are a speaker, please reach out to us at [IATA-IGHC-admin@iata.org](mailto:IATA-IGHC-admin@iata.org) for further assistance.

# How to Book your Hotel

Discover the official IGHC venue in Reykjavik and plan your travel effortlessly. In just a few clicks, you can secure your stay in the greenest city in the world, Reykjavik!

**BOOK YOUR  
HOTEL HERE**



- Harpa Conference Center
- 1 Center Hotel Plaza
- 2 Radisson Blu 1919 Hotel
- 3 Reykjavik Konsulat Hotel
- 4 Edition By Marriott
- 5 Center Hotel By Arnarhvoll
- 6 Sand Hotel

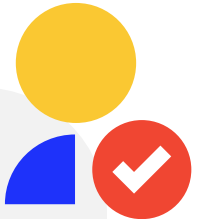
# Visa Requirements and Invitation Letter

**Invitation letters for visa requests can be generated automatically when registering for the event.**

- If you have answered "Yes" to the visa letter question, you will have entered all the requested details for the letter to be generated. You can then download it simply by going back to your registration (kindly make sure to enter your credentials as per IGHC registration confirmation).
- If you have answered "No" to the visa letter question, you can go back to the registration and simply modify the information provided so that you can generate and download the visa letter.

**Please note that it is mandatory to be fully registered to the IGHC to get a visa invitation letter.**

In case of additional questions about your registration to the event or your hotel booking, feel free to contact [iataighc@liveby.gl-events.com](mailto:iataighc@liveby.gl-events.com)



# Steps to Apply for an e-visa

All participants, including speakers and attendees from countries requiring a visa, must contact the Icelandic Embassy or Consulate in their respective countries for Iceland visa procedures. Get more information here:

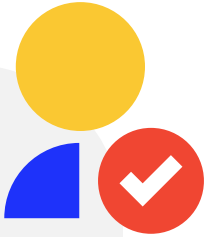
<https://island.is/en/o/directorate-of-immigration>

As of member of the Schengen agreements, **all nationalities** are eligible to apply for an Icelandic e-visa. The process will generally take only **3 working days** and the fee is **USD 65** for a single-entry visa, and **USD 109** for a multiple-entry visa.

You can apply for an e-visa through [this link](#).

**To apply for an e-visa for Iceland, please make sure that:**

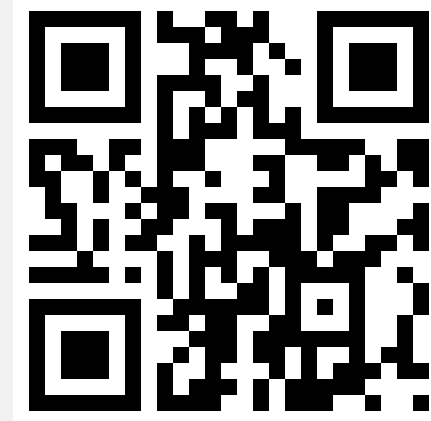
- Your passport is valid for at least 6 months following the arrival date and has at least 2 blank pages.
- You have a soft copy of a passport-size photo ([see Icelandic visa photo requirements](#)).
- You have soft copies of your passport's data page, which must be full and clear.
- You have an exact entry port (confirmed ticket reservation).
- You have a credit/debit card to make an online payment for the e-visa fee.



# Access the Event App

**Download the event app:**

- [Here for Android](#)
- [Here for iOS](#)



**Or Scan me!**



# Like, Share, Interact

Help us spread the excitement about this event by using the official hashtag **#IGHC**.

Don't forget to **like, share, and interact with our posts**. Let's connect and make the IGHC 2024 experience even more memorable together!





# When you Arrive in Reykjavik

# About the Venue

## The Venue

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The Event will take place at the **Harpa Conference Centre in Reykjavik, Iceland.**

Located in Reykjavik's Harbor District, the Harpa Conference Centre is a premier venue known for its luxurious amenities and contemporary design.

## Venue Contact Info

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Harpa Conference Centre

- **Address:** Austurbakka 2  
101 Reykjavík,  
Iceland
- **Phone Number:** +354 528  
5000
- [Website](#)

## Venue Facilities

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Harpa is one of Reykjavík's most striking landmarks and a center of cultural and social life in the very heart of the city.

Harpa is a tourist destination and an award-winning work of art that has been visited by millions of people since opening in 2011.

## Venue Local Area

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The Harpa Conference Centre in Reykjavik is surrounded by amazing attractions such as the Sun Voyager Sculpture, Reykjavik Old Harbor with seafood restaurants, Whales of Iceland Exhibition, Reykjavik Maritime Museum, and Aurora Reykjavik.

Nearby, you'll also find The Settlement Exhibition, the National Museum of Iceland, and whale-watching tours from the harbor.

# Transportation Options

## Getting to the Venue by Car or Taxi

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The venue is 45–55 min. (51 km) away by car and public transport from the Keflavik International Airport.

Expect to pay around USD 30\* (ISK 3,899) for a bus trip, and around USD 119,77\* (ISK 16,500) for a taxi from the airport.

## Getting from the Airport to the City Center by Shuttle

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Outside the arrival terminal of the Keflavik International Airport, multiple shuttle buses are available.

These buses, operated by Flybus Iceland, and Airport Direct, connect the airport with the city center.

## Getting from the Airport to the City Center by Bus

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The bus stop is located right outside the terminal area.

Flybus services every arriving flight and a bus is scheduled to depart 35-45 minutes after every arrival. All Flybus tickets are flexible on the date, simply depart at the most convenient time for you.

Please be ready and visible when the bus arrives. If no one is waiting the bus does not stop.

\*Please be aware that the prices provided are indicative and serve as a reference. They may vary.

# While in Reykjavik

# On-site Registration Opening Hours

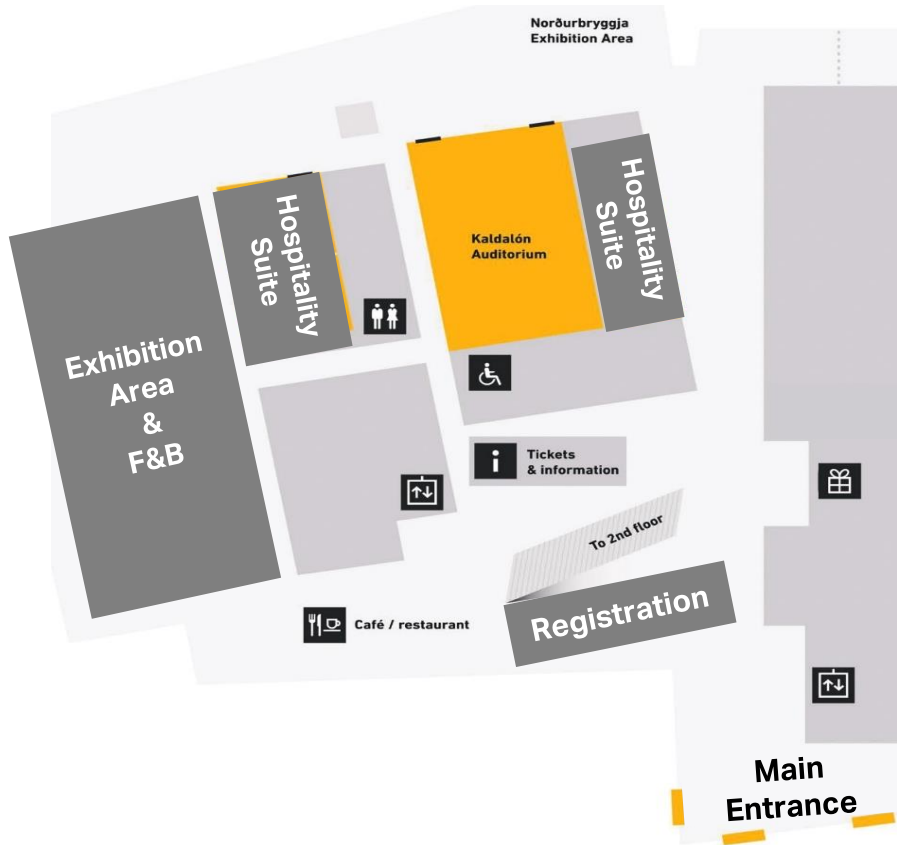


Below you can find the opening hours of the **on-site registration**:

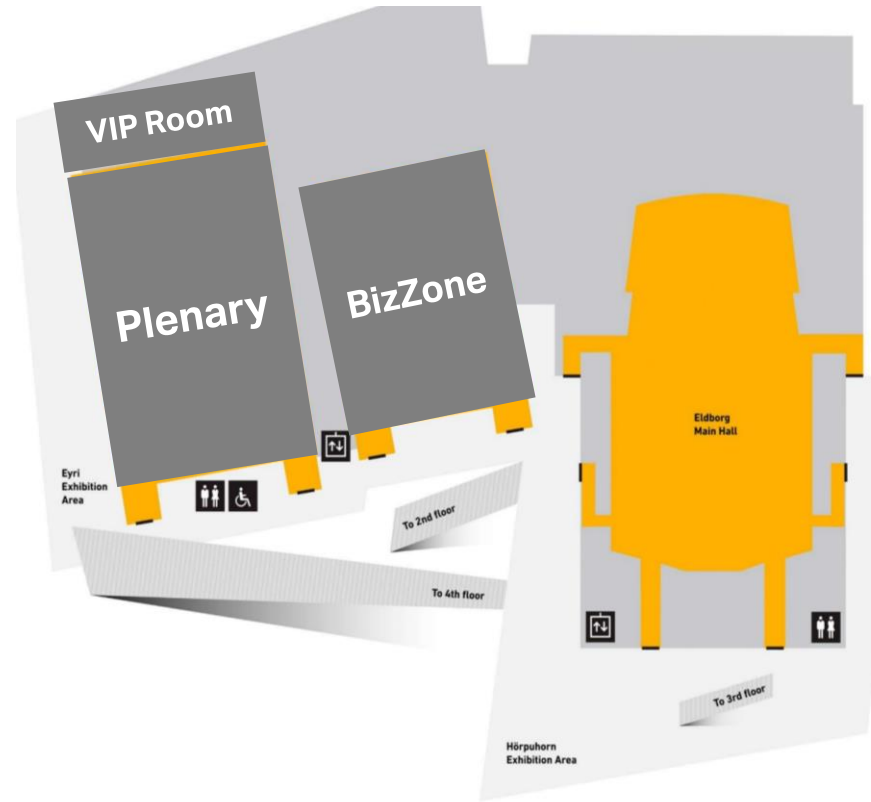
- **Monday, 6 May:** 08:00 - 18:00
- **Tuesday, 7 May:** 07:30 - 19:00
- **Wednesday, 8 May:** 08:00 - 18:00
- **Thursday, 9 May:** 08:00 - 17:00

# Event Floorplan (1/2)

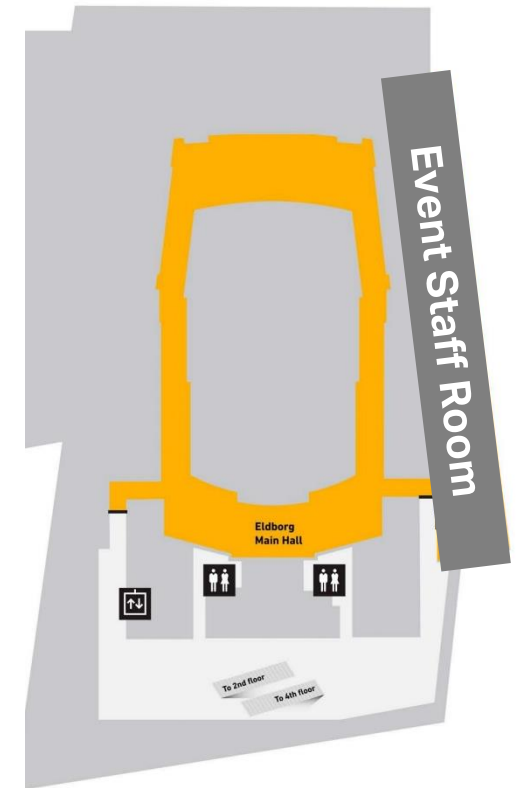
## LEVEL 1



## LEVEL 2

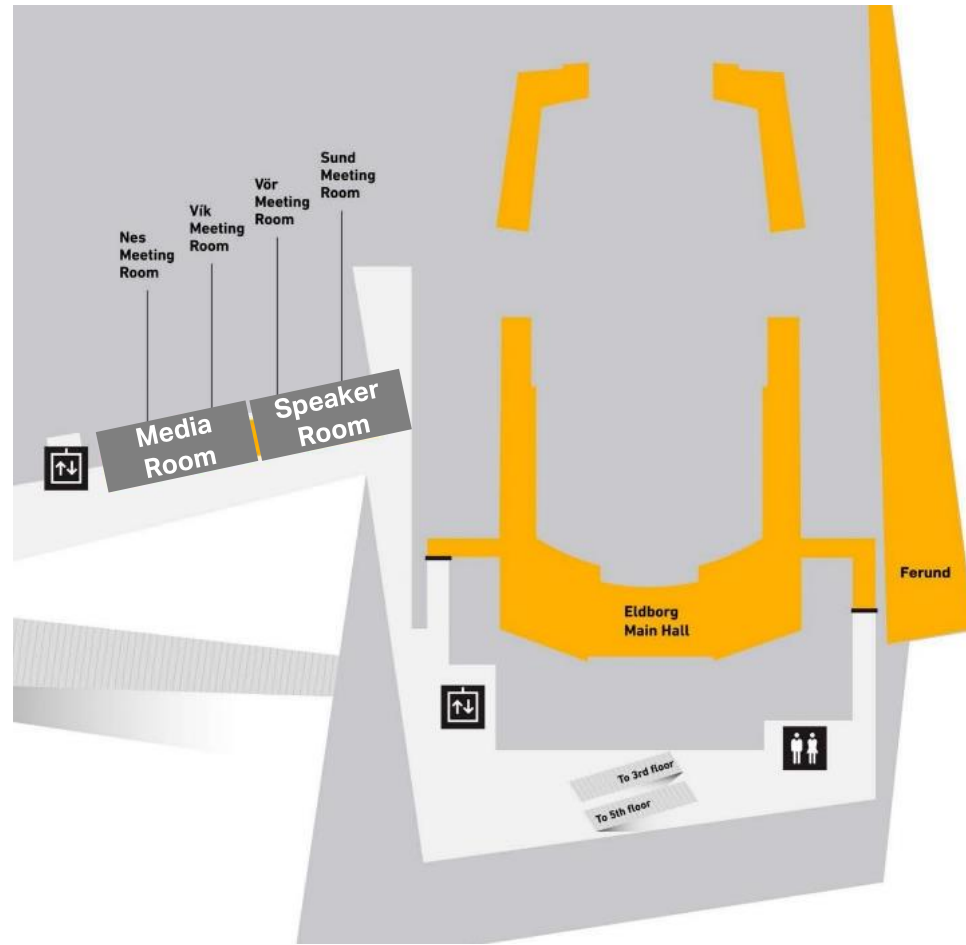


## LEVEL 3

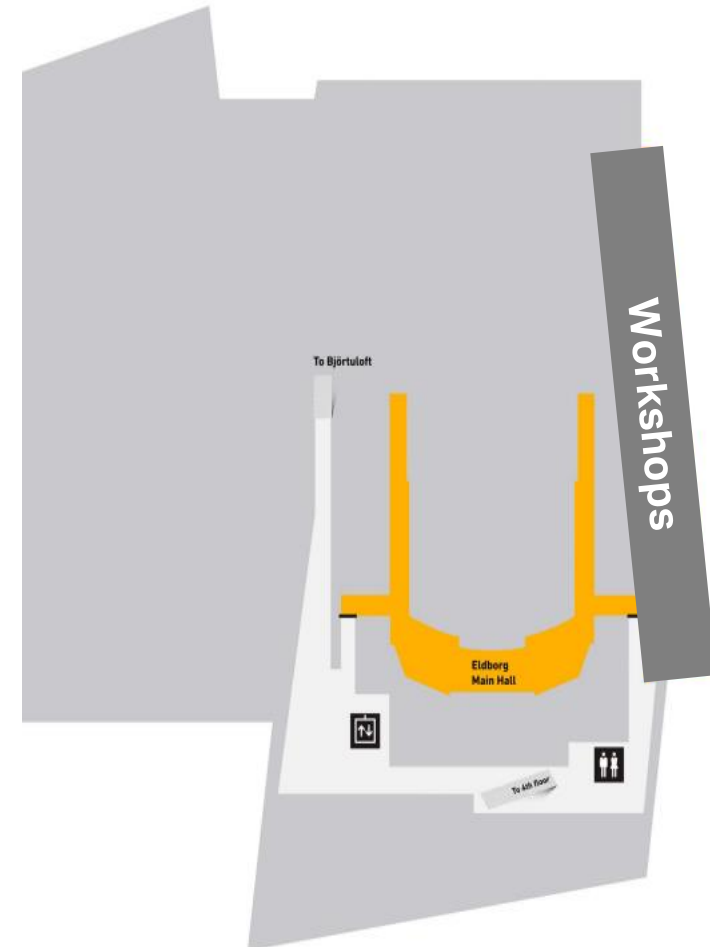


# Event Floorplan (2/2)

## LEVEL 4



## LEVEL 5



# About Reykjavik

## Reykjavik's Currency

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The official currency is the Icelandic Króna (ISK).

We recommend exchanging your currency at local banks or authorized currency exchange centers for the best rates.

Also, it is useful to know that Icelandic people use credit cards for everything, which can prevent you from exchanging currencies.

## Emergency Contacts

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- To contact the Police, Fire, or Emergency Assistance in Iceland, dial **112**.
- To contact the Directory Enquiries, dial **118**.
- For the International Directory Enquiries, dial **1811**.

For international emergencies, contact your embassy or consulate for assistance.

Save their contact information in case of any unforeseen circumstances.

## The Weather in Reykjavik

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May is a transitional month, with cooler and more comfortable weather.

The weather in Reykjavik in May tends to be warmer than in the rest of the country, with an average temperature of 10-15° Celsius. We recommend you pack some rain gear to be safe.

Check out the official [Icelandic Meteorological Office](#) for more information.



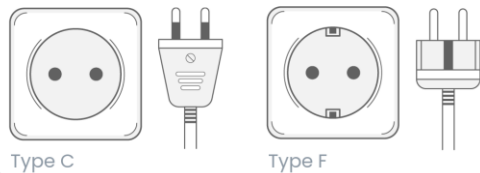
# About Reykjavik

## Electricity & Power

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In Iceland, the standard power supply voltage is 220 volts.

The country predominantly uses **Types C and F electrical outlets**, which are compatible with plugs featuring two round pins.



## Food & Water

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Icelandic cuisine highlights fresh seafood, lamb, and dairy.

Traditional dishes include Þorramatur, a feast of preserved meats, and Plokkfiskur, a fish stew.

Tap water in Iceland is exceptionally safe for consumption, sourced from natural springs and glaciers, and rigorously treated to high standards.

## Other Important Tips

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Iceland is renowned for its safe and secure environment, boasting low crime rates and a strong emphasis on public safety.

Visitors can explore with peace of mind, enjoying the country's stunning natural landscapes and vibrant cultural attractions without major concerns for personal safety. However, delegates are reminded to take general safety precautions to ensure a pleasant and worry-free experience.

