



# Leiden Model United Nations 2017

~ fresh ideas, new solutions ~



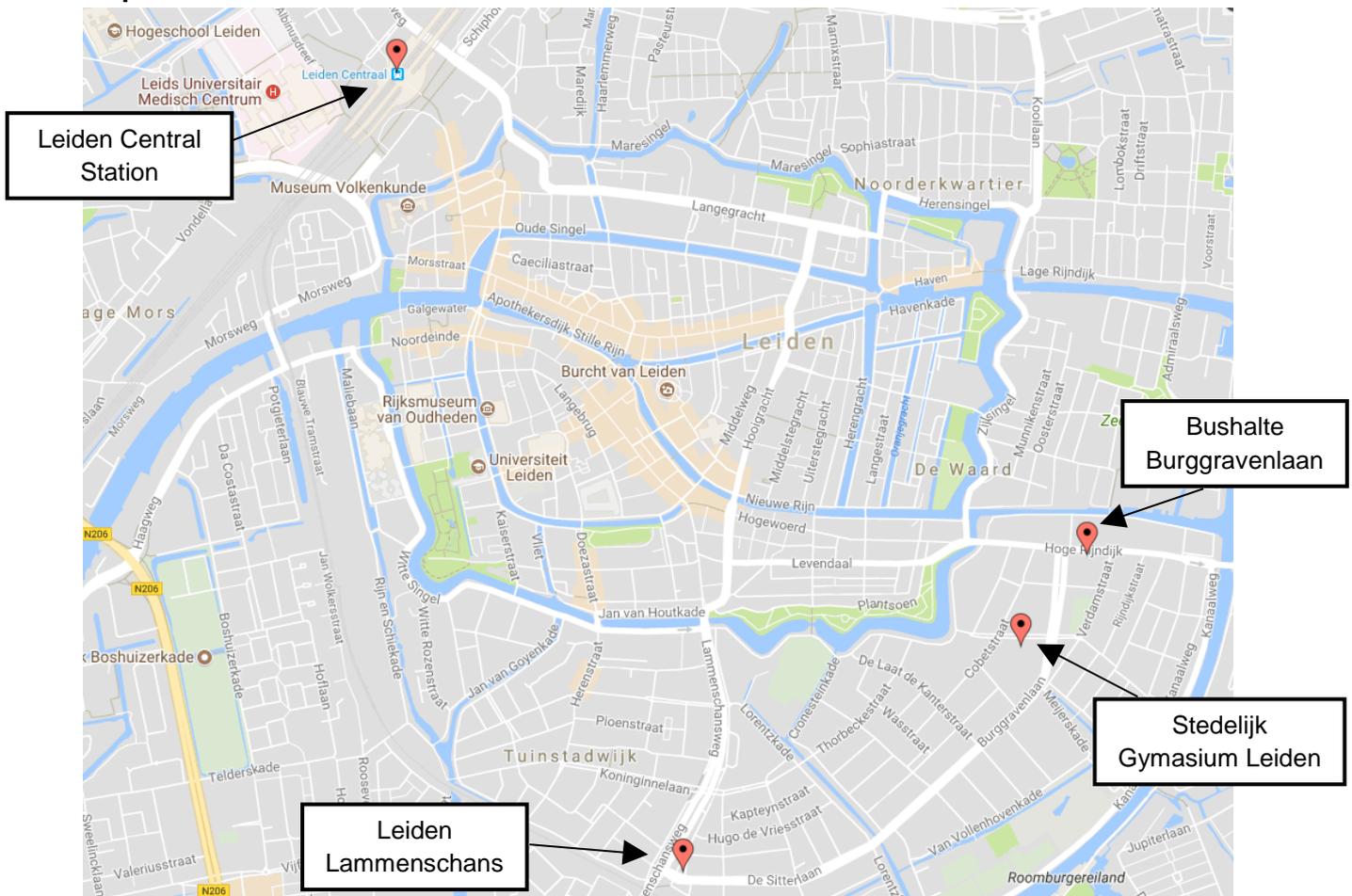
Dear MUN-Directors, delegates and guests,

LEMUN 2017 is commencing shortly! To prepare you for the hectic days prior to LEMUN, we have formulated this document so you know exactly what's going to happen, and how you can let it happen as smoothly as possible.

In this document, you'll find:

- A map of the city of Leiden
- Information on how to get to the school: via planes, trains and automobiles. Info on buses, taxis, and how to pay for public transport in the Netherlands.
- Arriving at the conference on Thursday or Friday: what to do and to bring.

## Map of Leiden



The address of our school is:  
Stedelijk Gymnasium Leiden  
Fruinlaan 15  
2313 EP Leiden



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## Arriving by plane – Schiphol Airport

After landing, baggage claims, and customs, you will arrive at the main hall of Schiphol Airport. Using the attached map of Schiphol Plaza, you can navigate yourself to the Schiphol underground train station.



At the center of the Plaza there are several escalators and elevators that will bring you to the train station. Before entering, make sure you purchase a train ticket for each passenger. There are two trains that can bring you to “Leiden Centraal”, our preferred train station. The first train departs every fifteen minutes, this is a “sprinter” type train, with “Leiden Centraal” as final destination. This trip will take about twenty minutes.

The other train departs every half an hour, this is an “Intercity” train to “Den Haag Centraal”, taking only fifteen minutes to arrive at Leiden. Just make sure you exit at the right station!

Both trips only cost €5,80 for each passenger, but discounts are possible. For more information, read the “Public Transport in the Netherlands” section. The exact train schedules and departure tracks can be provided upon request.

## Arriving by train

If you have elected to come to Leiden by train, the stations you will want to go to are “Leiden Centraal” or “Leiden Lammenschans”. “Leiden Lammenschans” has a shorter travel time to our school, but has poorer connections to the train and bus network. So only choose this station if you have a direct connection from your starting location.

Please see <https://9292.nl/en> or <https://www.ns.nl/en> for train schedules.

After arriving at Leiden Centraal on Thursday, please find one of our Staff members at the station. Their contact information will be provided on the day of arrival. Our Staff will guide you to the buses and help you get to the conference. *Please do not leave the station without speaking to the Staff members present first, even if you can find our school yourselves.*

It is possible to buy a group ticket for the train. Please note that it is a group *return* ticket. For more information, go to: <https://www.ns.nl/producten/en/losse-kaartjes/p/ns-groepsretour>



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## Taking the bus to school

From Leiden Centraal, there are a couple of bus connections to our school. These connections will bring you to our school in approximately fifteen minutes. Exit the bus at 'Bushalte Burggravenlaan', from there, it's a three minute walk to the conference (see map).

Please see <https://9292.nl/en> for the exact bus schedule.

Bus	Direction	Stop
1	Leiderdorp Alrijne Zkh	Burggravenlaan
2	Leiderdorp Oranjewijk	Burggravenlaan
169	Alphen aan den Rijn	Burggravenlaan
182	Alphen aan den Rijn	Burggravenlaan
186	Gouda	Burggravenlaan
187	Gouda	Burggravenlaan

## Arriving by car

If you are planning on driving directly to the conference, it is important to note that there is no dedicated parking lot at or near the conference. Therefore, there is only limited parking space available for people arriving by car. Parking on the school grounds is impossible, but there are a few spaces available in the streets surrounding the school. Such streets are the *Burggravenlaan*, *Fruinlaan*, and the *Cobetstraat*. Please note that from Monday to Saturday from 09.00 to 21.00 and on Sunday from 13.00 to 21.00 you'll have to pay for parking at a parking meter. Parking fees are around € 1.50 per hour.

## Paying for public transport in the Netherlands

The Dutch public transport system uses something called the "OV-chipcard". This creditcard-like item can be used for both buses and trains all around the Netherlands. If you and your delegates are planning on using a lot of public transport during your stay, it could be beneficial to purchase an OV-chipcard for everyone. However, there is a minimum balance needed on your OV. This means it is usually cheaper to buy tickets for each trip you're taking. Train tickets are purchased through the ticket machines located at every station. Bus tickets can be purchased on the bus (cash only).

For more information on purchasing an OV-chipcard, go to:

<https://www.ov-chipkaart.nl/home-1/where-can-i-buy-an-ovchipkaart.htm>

*When using the OV-Chipcard, make sure you check IN when you are going to enter the train or bus, and do NOT forget to check OUT. There are fines to your account when you forget to do so, which would be unfortunate.*

## Taking a taxi

Taxi stands can be found at the big train stations, such as Amsterdam Central Station, Schiphol Airport and Leiden Central Station (at the city-side exit).

For anyone looking to take a taxi in Leiden, you can book one at Taxi Centrale Leiden, via <http://www.taxicentraleleiden.nl/en/> or call: +31 71 2100 210.



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## **At our school on Thursday - Housing**

Once you have arrived at our school on Thursday, please enter through the Main Entrance. When inside, please check in at the Housing Desk as quickly as possible. As a MUN Director, it is your responsibility that all of your students are checked in when they arrive, and have checked out when they leave with their housers. While waiting, there will be coffee and tea to keep you occupied. If you have any questions at this time, you are more than welcome to go to the Information Desk and ask for help. That's what we're there for!

## **At the conference on Friday - Checking In**

To make sure the busy checking in phase progresses as smoothly as possible, we ask you to follow this checklist. Once every step has been checked you are ready to enjoy the conference!

- Please only do the following steps alone, not every delegate has to complete these steps separately.
- Have you received a confirmation of payment, and brought it on paper? If not:
  - Have you already paid the invoice sent to you by our Financial Manager? If not:
    - Go to the Financial Desk and pay for the conference.
  - Go to the Financial Desk and collect your confirmation of payment.
- Bring your confirmation of payment to the Registration Desk.
- Collect the badges and LEMUN binders for all of your students.
- Make sure every student has the right badge, their names are spelled correctly and there are no errors. If there are:
  - Come to the Registration Desk, they will resolve your issues.

If there are any other problems, please consult the Information Desk.



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## Sources and Attachments

Schiphol Arrivals Map:

<https://www.schiphol.nl/en/download/1466091095/5lIBjratsQyE8GCqW2wG4i.pdf>

Other Schiphol Maps:

<https://www.schiphol.nl/en/page/airport-maps/>

Information on Leiden Centraal:

<http://www.ns.nl/en/stations/leiden-centraal.html>

OV-Chipcard:

<http://www.ns.nl/en/travel-information/traveling-with-the-ov-chipkaart>

Ticket Machines:

<http://www.ns.nl/en/travel-information/traveling-with-the-ov-chipkaart/ns-kaartautomaten.html>

Schedule your trip:

<https://9292.nl/en> (this is for all sorts of public transport: buses, trains, etc.)

Main entrance of the school:

