



# PRACTICAL INFORMATION

## Forum on Implementation of Measures to Counter Base Erosion and Profit Shifting (BEPS)

21-22 May 2025  
Budapest, Hungary

### REFERENCES OF IOTA

Intra-European Organisation of Tax Administrations (IOTA)

Dohány str. 12-14, 1074 Budapest, Hungary

Website: [www.iota-tax.org](http://www.iota-tax.org)

*Contact person for the Agenda and content of the event:*

**Mr. Alexandros Roukalis**

Tel.: +36 70 616 2337

E-mail: [Alexandros.Roukalis@iota-tax.org](mailto:Alexandros.Roukalis@iota-tax.org)

**Mr. Massimo Morarelli**

Tel. : +39 348 7298503

E-mail: [Massimo.morarelli@iota-tax.org](mailto:Massimo.morarelli@iota-tax.org)

*Contact person for registration and logistical aspects:*

**Ms. Dora Pencz**

Tel.: +36 70 675 9978

E-mail: [dora.pencz@iota-tax.org](mailto:dora.pencz@iota-tax.org)

*Contact person for connectivity issues and access to the digital event*

**Mr. Péter Póth**

tel.: +36 70 676 0344

E-mail: [Peter.Poth@iota-tax.org](mailto:Peter.Poth@iota-tax.org)



## FORMAT AND REGISTRATION

This Forum is organised as a **hybrid event**, meaning that participants are invited to join either in person or virtually.

Registration for both in-person and virtual participants is possible **only upon the invitation of the PCP in your country**. After being invited, the registration form can be accessed by IOTA website users, who have an account.

Log into your IOTA account on the IOTA website, go to “My Dashboard”, and choose “My event invitations” on the left side of the menu.

On that page click on “Event Details” and you will be taken to [the dedicated webpage of the event](#), where you can find all the information about the event and access the online registration form by pressing the button “Register for the event”.

The Registration deadline is 5 May 2025 (extended until 14 May 2025).

Registered online participants will be able to attend the plenary and group discussion sessions virtually. Online participants will also receive from the IOTA Secretariat an MS Teams link to join the Forum sessions in due time.

## ACCOMMODATION AND VENUE

Both the venue and the place of accommodation of the event is the

[Courtyard by Marriott Budapest City Center](#)

József körút 5, 1088 Budapest, Hungary

Tel.: + 36 1 327 5100

Email: [events.mbcc@cpihotels.com](mailto:events.mbcc@cpihotels.com)

The **venue of the plenary sessions** will be Blaha Lujza Ballroom 1-2. The venue of the group discussion sessions will be in breakout rooms (Jászai Mari Meeting Room 1, 2)

## FINANCIAL CONDITIONS

IOTA will book and cover the cost of accommodation for a maximum of two nights (20 and 21 May 2025) for one participant per IOTA member tax administration.

However, tax administrations may nominate additional delegate(s).

Once all registrations have been collected, we will confirm the participation of a second delegate from your administration by email at the latest by 14 May 2025, taking into consideration the participation limit and applying a first-come, first-served principle. The costs associated with the participation of a second delegate from your administration will be covered by IOTA.

**Meals including 1 lunch on the first day, 1 dinner and 4 coffee breaks** on the event days will be covered by IOTA.

Your hotel room will be booked (up to 2 nights: 20 and 21 May 2025) depending on the information given in the submitted registration form. Any extension beyond these days requires individual contact with the hotel (In such case please contact Mr. Máté Hunyadi at Courtyard by Marriott Hotel [m.hunyadi@cpihotels.com](mailto:m.hunyadi@cpihotels.com)). IOTA is not responsible for any modifications, cancellations or damages related to this booking of the delegate.

**IMPORTANT!**

Please note that participation in person (incl. rooms, and meals) can only be cancelled without any penalties by COB 5 May 2025. In case of late cancellation or no-show of a planned journey to the event for which the participant has already been registered, the member administration will be held responsible for cancellation fees related to accommodation and catering costs.

If the journey or event is cancelled because of the fault of the organiser, the above costs are borne by the organiser.

For your information, the price for accommodation in a single occupancy room is **EUR 150 per night**. The room rate includes the applicable VAT and city tax in effect at the time of check-in and the breakfast.

## MEALS & SOCIAL PROGRAMME

On 20 May a **welcome reception (finger food buffet)** will be available for participants to join optionally at the hotel's restaurant "Oleo Pazzo" from 19:00 to 21:00. For those who wish to stay for dinner, à la carte service will be offered. The average prices are approximately 10 EUR for starters, 19 EUR for main courses, and 5.7 EUR for desserts. Please note that participants will be responsible for covering their own expenses.

Throughout your stay **breakfast** will be provided at the hotel (included in the room rate) between 6.00-10.00.

On 21 May, a **lunch** will be served at the hotel restaurant "Oleo Pazzo".

On 21 May, a **guided tour and dinner** will be organised by the IOTA Secretariat. The bus will depart in front of the hotel at 17:30 and the guided tour will finish at 19:30. Please note that the tour includes some walking, therefore participants are encouraged to dress comfortably. The dinner will be held at the Vakvarjú Étterem Pest (Address: 1061 Budapest, Paulay Ede u. 7.). The dress code is casual.

On 22 May, participants may optionally join a lunch in the hotel's restaurant "Oleo Pazzo" at their own cost. The price of a lunch is 25 EUR including the service fee. Kindly indicate your preference for this lunch in the registration form. In case of a no-show, the full lunch cost will still be charged.

When filling in the registration form, we would also like you to indicate whether you would be willing to attend the social dinner for better planning and organising purposes. Please note that in case of a delegate's no-show, the cost of the social dinner will have to be borne by the member administration.

Please indicate in the registration form if you have any **special requirements** (vegetarian/ gluten/lactose intolerance/allergies).

## ARRIVAL AND DEPARTURE INFORMATION

Delegates are kindly asked to organise and cover the cost of their transport from the airport to the hotel and back.

### Arrival at the Airport

The Budapest airport is officially called "Liszt Ferenc International Airport". There are two terminals at the airport: 2/A and 2/B. Whichever way you decide to take to the hotel, it is helpful to note which terminal you have arrived at and which terminal your returning flight will leave from to make

sure that you do not end up in the wrong terminal. The distance of the Hotel from Liszt Ferenc International Airport is 25 km.

### By Public Transport

Customer Service Points of BKK Centre for Budapest operate at Liszt Ferenc International Airport's Terminal 2A (daily from 8:00-22:00) and Terminal 2B (daily from 8:00-21:00). English-speaking attendants will be at your service with useful information on transport and tourism. Several types of tickets and passes are available for purchase at the airport. Tickets and travel cards can be easily purchased from BKK's vending machines available at every metro station and many tram/bus stops as well using your credit card.

Please find the ticket/travel card types and prices [here](#). The public transport trip planner can be found [here](#).

We suggest taking the following route:

1. Take bus No. 100 E at Liszt Ferenc Airport 2 (arrival floor) to the station "Astoria" (2 stops);
2. Take metro No. 2 (red line) - direction Örs vezér tere M+H - to "Blaha Lujza tér",
3. The hotel is a 3-minute walk (150 m) from "Blaha Lujza tér".

### By Taxi

Fares for licensed taxis in Budapest are standardised, which means there is no difference in fares between taxi companies from/to the Liszt Ferenc International Airport and within Budapest. The fare from the airport to the hotel is about HUF 10,000. Your taxi fee adds up from an initiation fee of HUF 1100, a travel fare of HUF/km 440 and a waiting fee of HUF/minute 85.

The biggest licensed taxi companies are: Főtaxi: tel. +36 1 222 2 222, City Taxi: tel. +36 1 2 111 111, and Budapest Taxi: tel. +36 1 777 7 777.

**IMPORTANT! Unfortunately, in Hungary, there are many illegal taxis so please only use the above companies.**

There is an application as well, called 'Bolt' which can be used as well. You can download the app via the following links:

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

### By Airport Shuttle

Passenger pickup [airport shuttle service \(MiniBud\)](#) counters are located on the arrivals level of Budapest Airport. Within half an hour of registering at their counter, you will be on your way. On-board services include a free Wi-Fi network. You will be dropped off at the hotel or the address specified in your booking.

## INSURANCE & SECURITY

It is strongly recommended that participants take out adequate cover for health, travel and private liability insurance. The organizers do not take any responsibility for personal injury, loss or damage to private property belonging to the participants. Do not leave personal belongings unattended at any time.

In case of an emergency please find below some useful telephone numbers:

**112 – Common emergency telephone number**

104 – Ambulance

105 – Fire Brigade

107 – Police

## MONEY

The Hungarian national currency is called Forint (HUF). The current exchange mid-rate is:

1 EUR = 400 HUF. At the airport, there is a foreign exchange office, and it is advisable to change some money. In the centre of Budapest, there are several exchange offices available and offer better rates than at the airport. It is best to find exchange offices without commission. Major credit cards are usually accepted in most hotels, restaurants and certain shops in the city.

Obtaining cash against ATM cards (or credit cards, but this is more expensive) is very easy in Budapest from Bankomats that can be found at most bank offices, hotels or on the street.

## VISAS

Participants are responsible for obtaining all necessary visas prior to entry to Hungary. On request, IOTA will send individual invitations to be used for that purpose. The host administration cannot offer any assistance in unresolved matters

## ELECTRICITY

The electric current in Hungary is 230 Volts. In case you intend to use any of your own electric devices (phone charger, laptop etc.) please consider taking with you an adapter which fits a Central European standard shockproof socket.

## PRIVACY POLICY & PRIVACY DISCLAIMER

Please take a look at our [privacy policy and privacy disclaimer](#).

## LOCAL TIME LOCATION AND CLIMATE

GMT + 1 hour

Please check the current local weather [here](#).

We look forward to welcoming you to Budapest!