



PRACTICAL INFORMATION

IOTA Forum on Combating VAT Fraud “VAT fraud cases: early detection and prevention”

11-12 June 2025
Sarajevo, Bosnia and Herzegovina (Hybrid Event)

REFERENCES OF IOTA

Intra-European Organisation of Tax Administrations (IOTA)
Dohány str. 12-14, 1074 Budapest, Hungary
Website: www.iota-tax.org

Contact person for the Agenda and content of the event:

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Contact person for connectivity issues and access to the digital event

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HOST ADMINISTRATION

Indirect Taxation Authority of Bosnia and Herzegovina
Bana Lazarevića bb
78 000 Banja Luka
Web site: <https://www.uino.gov.ba/>

Contact persons of the host administration:

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(IOTA Principal Contact Person)
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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 in to the IOTA website with your user account, go to profile and click on “My Dashboard”, and then choose “My event invitations” on the left side of the menu.

On that page you will find a listed event with a title “Forum on Combating VAT Fraud”, 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 9 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

Termag Hotel

Poljice bb, Jahorina 71423,
Bosnia and Herzegovina
Tel.: +387 57 272-100
Email: info@termaghotel.com

The **venue of the plenary sessions** will be PROLJECE + LJETO rooms. The venue of the group discussion sessions will be breakout rooms (JESEN, ZIMA, KAMIN and VIP)

FINANCIAL CONDITIONS

IOTA will book and cover the cost of accommodation for a maximum of two nights (10 and 11 June 2025) for one participant per IOTA member tax administration.

Meals including 1 lunch on **11 June 2025** and 4 coffee breaks on **11 and 12 June 2025**, will be covered by IOTA. Welcome reception on **10 June 2025**, social dinner on **11 June** and **12 June 2025** and lunch on **12 June 2025** will be provided and financed by the Host Administration.

Your hotel room will be booked for up to 2 nights: 10 and 11 June 2025, based on the information given in the submitted registration form. We expect the nominated participants to attend the event until the end of the agenda, which will close at 17:00 on 12 June 2025. The accommodation costs beyond the first 2 nights that IOTA finances should be covered by the sending Tax Administration and requires individual contact with the hotel. In such case, please contact Ms Biljana Kojić from Termag Hotel by email (info@termaghotel.com) and give reference to “IOTA/FO-VAT-2025 IOTA Forum on Combating VAT Fraud”. IOTA is not responsible for any modifications, cancellations or damages related to the hotel booking made by the delegate.

IMPORTANT!

Please note that participation in person (incl. rooms, and meals) can only be cancelled without any penalties by COB 9 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.

However, member tax administrations may nominate additional delegate(s) at their own expense. Due to the overall participation limit, once all registrations have been collected, the IOTA Secretariat will confirm the participation of additional delegate(s) on a first-come, first-served basis. The costs associated with the participation of additional delegate(s) must be covered by the sending administration and are as follows:

- Hotel accommodation: **119,20 EUR/night** (single occupancy), including breakfast, VAT (17%) and city tax of 1,60 EUR payable at the time of check-in.
- Meals package:
 - Day 1: **75 EUR** (covers 1 lunch and 2 coffee breaks)
 - Day 2: **30 EUR** (covers 2 coffee breaks)

MEALS & SOCIAL PROGRAMME

On 10 June 2025, a **welcome reception (finger food buffet)** will be organised by the Host Administration.

Throughout your stay, **breakfast** will be provided at the hotel (included in the room rate) from 7.00 to 10.00.

On 11 and 12 June 2025, a **lunch** will be served at the Hotel's restaurant.

On 11 June 2025, the Host Administration will organise a **guided tour to the Sarajevo City Centre, followed by a social dinner**. Please note that the tour includes some walking, therefore participants are encouraged to dress comfortably. The dinner will be held at the restaurant called [HS Pivnica](#) (Franjevačka 15, 71000, Sarajevo). The dress code for the evening is casual.

On 12 June 2025, participants will have the opportunity to join an optional short **hiking or walking tour** on Mount Jahorina. The route will cover approximately **3 km** through the forested area near the hotel. The hike is considered easy and does not require special equipment—**comfortable sneakers will suffice**. The tour will be followed by dinner at the hotel's restaurant, which will be **hosted by the Host Administration**. Please note that the hiking tour will only be cancelled in case of **rain**, due to potentially muddy conditions.

When filling in the registration form, please indicate whether you would be willing to attend the welcome reception on 10 June, social dinner on 11 June, and on 12 June 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

Arrival at the Airport

The Sarajevo airport is officially called "Sarajevo International Airport" (SJJ). There is one terminal at the airport. The distance from the hotel to Sarajevo International Airport is approximately 30 km.

Transportation between Sarajevo International Airport" (SJJ) and the Hotel will be arranged and provided by the host administration for all participants. Upon arrival at the airport, please look for a designated representative holding a sign labelled 'IOTA VAT'.

The contact person at the airport will be Ena Seremet (email: ena.seremet@uino.gov.ba; tel.: +387 61 350 254).

By Taxi

Fares for licensed taxis in Sarajevo are standardized. The taxi fare includes an initiation fee of BAM 2.00, a travel fare of BAM 1.50/km, and a waiting fee of BAM 0.80/minute. We strongly advise all participants to ask for the price of the ride before entering the taxi vehicle. The biggest licensed taxi companies are:

- **Sarajevo Taxi:** tel.: +387 33 660 666
- **Žuti taxi** tel.: +387 33 663 555
- **Crveni taxi** tel.: +387 33 468 728

INSURANCE & SECURITY

It is strongly recommended that participants take out adequate cover for health, travel and private liability insurance. The organisers 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:

124 – Ambulance

123 – Fire Brigade

122 – Police

MONEY

The national currency of Bosnia and Herzegovina is the Convertible Mark (BAM), abbreviated as KM. The exchange rate is pegged to the Euro at a fixed rate: 1 EUR = 1.96 BAM.

Upon arrival at Sarajevo International Airport, there is a currency exchange office available. While convenient, exchange rates at the airport may include a commission fee; for instance, some reports indicate a 1% commission. In the city centre of Sarajevo, numerous exchange offices offer competitive rates, often with lower commissions. It's advisable to compare rates and choose offices that offer favourable terms.

Major credit cards, such as Visa and MasterCard, are widely accepted in urban areas, particularly in hotels, larger restaurants, and retail stores. However, smaller establishments, bakeries, fast food outlets, and markets may only accept cash.

ATMs, locally known as "Bankomati," are readily available throughout Sarajevo and other cities. They typically operate 24/7 and offer services in multiple languages, including English.

VISAS

Participants are responsible for obtaining all necessary visas prior to entry to Bosnia and Herzegovina. On request, IOTA Secretariat 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 Bosnia Herzegovina 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 Sarajevo!