



COUNCIL OF
THE EUROPEAN UNION

Brussels, 5 December 2006

LAST-MINUTE ACCREDITATION

EUROPEAN COUNCIL

Brussels, 14 and 15 December 2006

Journalists who have not applied for accreditation by the deadline (12.00 on Tuesday 5 December 2006) may apply for last-minute accreditation on-line via the website <http://www.consilium.europa.eu/eucouncil-fi-accreditation>.

For security reasons, last-minute accreditation requests will be subject to comprehensive verification by the Belgian authorities; the Security Office of the General Secretariat may also check the bona fide character of applicants with their editors-in-chief/producers. These checks may cause long delays. If you follow the late accreditation procedure, you are advised to arrive at the accreditation office well in advance.

Accreditation:

- ◆ *Tuesday 12 December 2006: 09.30–13.00 and 14.00–17.00*
- ◆ *Wednesday 13 December 2006: 09.30–13.00 and 14.00–19.00*
- ◆ *Thursday 14 December 2006: 09.00–20.00*
- ◆ *Friday 15 December 2006: 08.30–final press conference*

International Press Centre, Résidence Palace, 155 rue de la Loi, 1040 Brussels.
(There will be no accreditation facilities in the Council building).

Tel.: +32 2 280 19 75, +32 2 280 21 01
Fax: +32 2 231 18 26, +32 2 280 18 92

When you collect your identification badge, you will be asked to present the following documents:

A. Journalists and technicians already accredited with the European Institutions:

- (1) Commission press card (= yellow card with red letter "P" for journalists, pink card with the words "Presse technique" for technicians)
- (2) Identity document
- (3) **for media representatives of Belgian nationality or resident in Belgium only: the original copy of your application for security clearance signed by yourself.**

(see our internet page: http://www.consilium.europa.eu/eucouncil-fi-late_accreditation).

B. Other cases

Documents to be presented:

- EU nationals: a valid national identity document, or passport;
- non-EU nationals: a passport;
- a valid press card **or** an ORIGINAL assignment letter signed by the editor-in-chief/producer of the relevant media organisation stating the professional status of the media representative in question;
- **for media representatives of Belgian nationality or resident in Belgium only: the original copy of your application for security clearance signed by yourself.**

(see our internet page: http://www.consilium.europa.eu/eucouncil-fi-late_accreditation).

*The assignment letter must be dated no more than 7 days before the start of the summit and must contain the following **5 items of information**:*

1. *Date*
2. *Name of the media organisation and its contact details*
3. *Name of the editor-in-chief and his/her contact details*
4. *Name of the media representative in question*
5. *Reference to the identity document (passport, identity card, etc.) that will be presented for accreditation, its number and its period of validity.*

Assignment letters which do not contain all the above details and which are not originals will be refused (specimen attached).

If you require further information or assistance with accreditation, please contact the Council's Press Office at:

press.office@consilium.europa.eu

Tel.: +32-2-281 62 31
+32-2-281 61 51
+32-2-281 89 69

Fax: +32-2-281 80 26
+32-2-281 85 41

SPECIMEN "ASSIGNMENT LETTER"

Media organisation:

Address:

Post Code:

Town:

Country:

Tel.:

Fax:

E-mail:

Place, day, month, year

(NB: dated **no more than 7 days** before the start of the meeting)

Subject: Last-minute accreditation for European Council of 14 and 15 December 2006 in Brussels

I the undersigned, Full name, editor-in-chief / producer of Name of Media Organisation (direct tel., direct fax & personal e-mail), hereby confirm that Full Name of Media Representative works for our organisation and has been assigned to cover the above mentioned event.

Type of Identity Document of Media Representative:

Number of Identity Document:

Validity of Identity Document:

Signature:
