**SENGOR KICK OFF MEETING IN LATVIA 29-30.09.2014**

**Hotel Islande, Ķipsalas street 20, Riga, LATVIA**

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| **Sunday 28st OF SEPTEMBER** |
| Accommodation: Islande hotel <http://www.islandehotel.lv/>   From the airport bright green shuttle minibus “Airport Express” (5.00 eiro) which stops at the Islande Hotel or bright green “Baltic taxi” (~ 12.00 eiro)More info about airport transfers: <http://www.riga-airport.com/en/main/passengers/useful-information/getting-to-the-airport/taxi> |
| 19:00 | Meet at the lobby of the hotel for get-together dinner(at own expense/paid by participant, approx. price for 3 course meal: 27.00 euro).Minibus transfer to the restaurant “Neiburgs” in Riga Old Town.If arrive late please take a taxi to the restaurant yourself. Asnate mob: +371 29285756Restaurant “Neiburgs” address: Jauniela 25/27<http://www.neiburgs.com/en/location/> |
| **Monday 29st OF SEPTEMBER** |
| 8.45-11:00 | Islande hotel, meeting room AWelcome *(Asnate)*Introduction of partners organizations they represent (*all partners*)* Partners' short PP-presentation, max. 10 minutes
* Introduction include basic description of the organization/area, partners’ expectations, experiences and state of their practices in relation to the project; bring some related materials
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| 11:00-11:30 | Coffee Break |
| 11.30-12:45 | Project introduction *(Klaus and Asnate)** Goals, WPs and practicalities
* work packages and the roles of partners in each packages
* expected results and deadlines
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| 13:00-14:00 | Lunch at the restaurant “Fabrika” in Kipsala, about 7 min walk from the hotel. Address: Balasta dambis 70, <http://www.fabrikasrestorans.lv/en/> |
| 14.00-15:30 | Project introduction *(Klaus and Asnate)** Goals, WPs and practicalities
* work packages and the roles of partners in each packages
* expected results and deadlines

Revision of work program, schedule, and content due to delayed start - procedure and deadlines (all partners – check your activities and advise necessary changes!!!) |
| 15:00 | Coffee break |
| 16:30 ~ 23:00 | Leaving by the minibus to the dinner at the Kuksu Manor (~1.30 h drive)<http://www.kuksumuiza.lv/en.html>On the way a stop at the sea resort town Jurmala for a short walk. <http://www.tourism.jurmala.lv/page/67> |
| **Tuesday 30 OF SEPTEMBER** |
| 8.30-10:00 | Islande hotel, meeting room AAdministrative issues *(Kristine)** Budget, listing work hours etc.
* timetable and division of tasks
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| 10:00-10:30 | Coffee Break |
| 10.30-12:00 | Guest speakers from the businesses involved in the senior tourism:- What seniors like in Latvia, Ms. Dace Šķēle, Jurmala Spa Hotel, <http://www.hoteljurmala.com/en> - Tourage project - Latvian partner presentation of project findings, Aija Rūse, <http://www.tourage.eu/>Discussions. |
| 12:30-14:00 | Walk (7 min) to the lunch place in the restaurant “Fabrika” in Ķipsala. Those who leave in the afternoon can leave their luggage at the hotel' s storage room or take along. |
|  | Individual departures |

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