



## High-level Rural Policy Forum

# Participants Guidance

September 2023



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## 1 Introduction

This document provides guidelines to the participants to help them organise their participation in the event. It provides relevant information about:

- > Sigüenza, the rural town hosting the Forum
- > the El Parador, venue of the event
- > possible hotels to find accommodation
- > transportation options
- > field trip

## 2 Sigüenza, the rural town hosting the Forum

The High-level Rural Policy Forum is organised in El Parador of Sigüenza, a town of around 4 300 inhabitants, located in the north of the province of Guadalajara (Region of Castilla la Mancha, Spain). It is home to an outstanding architectural heritage, and in 1965 was declared a Historic-Artistic site.

The castle, the cathedral and the Plaza Mayor square are the three sights you cannot miss, although the streets of Sigüenza are full of numerous civil and religious buildings. **On the 27<sup>th</sup> September at 17h00 the local authorities organise a guided visit to the town for those participants interested to get to know more about this emblematic rural town.**

The castle is today a Parador hotel and will be the venue of the High-level Rural Policy Forum. The cathedral was originally built in 1130 in the Romanesque style, although it was later developed according to the Gothic canon. Its exterior resembles a mediaeval fortress, with Romanesque towers and portico and a magnificent rose window. The interior is the site of the tomb of Martín Vázquez de Arce, known as 'El Doncel' (young knight) of Sigüenza. The Renaissance-style Plaza Mayor or market square was urbanised in 1484-1494, and is the site of the Casas de los Canónigos houses with their balconies and galleries, the Town Hall and the Puerta del Toril gate.

### Sigüenza



©googlemaps

### El Parador



©paradores

## 3 Guided Tour of Sigüenza (27<sup>th</sup> September 2023)

All participants arriving to Sigüenza on the 27th September will have the opportunity to participate in guided tour around the town organised by the local authorities prior the Gala Dinner. The agenda for the guided tour is the following:

- > **17h00:** Reception at the Town Hall of Sigüenza
- > **17h30:** Visit to the Cathedral of Sigüenza
- > **18h30:** Visit to the historic center:
- > **19h00:** End of the visit at the Parador (venue of the Forum and of the Gala Dinner);

## 4 Gala Dinner

The Spanish Presidency of the EU Council organises a Gala Dinner with the collaboration of the Regional LEADER Network of Castilla La Mancha (RECAMDER) at the Parador de Sigüenza, on 27<sup>th</sup> September 2023. Participants of the High-level Rural Policy Forum are kindly invited to attend the Gala Dinner. Registration will be available prior the Gala Dinner between 19h-20h.

The **Gala Dinner will start at 20h00** in the Salon del Trono of the Parador de Sigüenza.

**i** **The recommended dress code for this gala dinner is dark suit (men) and cocktail dress (women).**

After the Gala Dinner, RECAMDER (Castilla La Mancha Network of Local Action Groups) will offer a show in the Parador for those who want to stay.

## 5 El Parador, the venue of the event

The High-level Rural Policy Forum will take place in 'El Parador of Sigüenza'. It is a Medieval castle that dominates the entire town. Kings, cardinals and bishops resided in this 12th century fortress that was built over an Arab citadel. Both the interior and exterior of the castle are impressive. The cobbled courtyard, the rooms with wooden balconies, the 13th century Romanesque chapel and the vaulted dining room will take you on a journey back in time.



**i** **Address of the venue: [Plaza del Castillo, s/n 19250 Sigüenza \(Guadalajara\)](#)**

## 6 Accommodation

Participants can find accommodation in the local hotels, apartments and rural houses listed below. Note Sigüenza is a tourist destination with high demand for rooms during summer. **It is the responsibility of the participants to secure their accommodation.**

Contact the accommodation using the following **CODE: HLPF-RURAL** and through the contact information provided in the table below (emails & telephone). All confirmed participants were informed to make their accommodation arrangements by the 14<sup>th</sup> August, as rooms were blocked for this event. If you have not made your accommodation arrangements by this date, **we encourage you to make your reservation as soon as possible as the number of rooms in Sigüenza are very limited.** You could also contact other hotels and accommodations available in the area.

Finally, be aware that bookings at El Parador are all reserved for distinguished guests and speakers only, and subject to approval of the European Commission, given than the number of rooms are limited.

**i** **Please, make your room reservation as soon as possible. After the 14<sup>th</sup> August, the availability of rooms in the town is not guaranteed.**

Accommodation	Website	Email	Phone
Hotel HC Sigüenza***	<a href="https://hotelhcsiguenza.com/">https://hotelhcsiguenza.com/</a>	<a href="mailto:hotelhc@hotelhcsiguenza.com">hotelhc@hotelhcsiguenza.com</a>	0034 949391974
Hotel El Doncel ***	<a href="https://eldoncel.com/">https://eldoncel.com/</a>	<a href="mailto:eldoncel@eldoncel.com">eldoncel@eldoncel.com</a>	0034 949390001
Hotel Posta Real **	<a href="http://www.postareal.com/">http://www.postareal.com/</a>	<a href="mailto:info@postareal.com">info@postareal.com</a>	0034 949390490 0034 639645512
Hotel Laberinto **	<a href="https://www.hotellaberinto.es/index.php/espana/">https://www.hotellaberinto.es/index.php/espana/</a>	<a href="mailto:info@hotellaberinto.es">info@hotellaberinto.es</a>	0034 659408879
Hostal Doña Blanca**	<a href="https://hostaldonablanca.es/">https://hostaldonablanca.es/</a>	<a href="mailto:reservas@hostaldonablanca.es">reservas@hostaldonablanca.es</a>	0034 949393029
Hospederia Porta Coeli **	<a href="https://portacoeli.es/en/">https://portacoeli.es/en/</a>	<a href="mailto:portacoeli@crusa.es">portacoeli@crusa.es</a>	0034 949391875
Casa Rural Arrabal de Sigüenza	<a href="http://elarrabal.es/">http://elarrabal.es/</a>	<a href="mailto:contacto@elarrabal.es">contacto@elarrabal.es</a>	0034 633944727
Hotel Laberinto	<a href="http://www.hotellaberinto.es">www.hotellaberinto.es</a>	<a href="mailto:info@hotellaberinto.es">info@hotellaberinto.es</a>	0034 659408879
Casa rural /Apartamentos la Alameda	<a href="http://www.apartamentosalameda.com">www.apartamentosalameda.com</a>	<a href="mailto:info@apartamentosalameda.com">info@apartamentosalameda.com</a>	0034 615128341 0034 949393079
Apartamentos Vitoria	<a href="https://www.alojamientosvictoria.es/">https://www.alojamientosvictoria.es/</a>	<a href="mailto:alojamientosvictoria@gmail.com">alojamientosvictoria@gmail.com</a>	0034 949390253 0034 669884200
Apartamentos La Vieja Imprenta	<a href="https://www.apartamentoslaviejaimprenta.com/">https://www.apartamentoslaviejaimprenta.com/</a>	<a href="mailto:info@apartamentoslaviejaimprenta.com">info@apartamentoslaviejaimprenta.com</a>	0034 633827997

## 7 Transportation

### 7.1 Main airport

Sigüenza is 130 kilometres away from Madrid city. The organisers recommend participants **from abroad, to fly to the city of Madrid (Airport Adolfo Suarez – Madrid Barajas).**



To organise your flight, you can take into account the schedule of the shuttle buses to Sigüenza provided by the organisers, so you make sure you can catch one of them (see below).

### 7.2 Available Transport

There are several ways to get to the venue from Madrid:

- i) Shuttle buses provided by the organisers
- ii) Car rental
- iii) Public transportation.

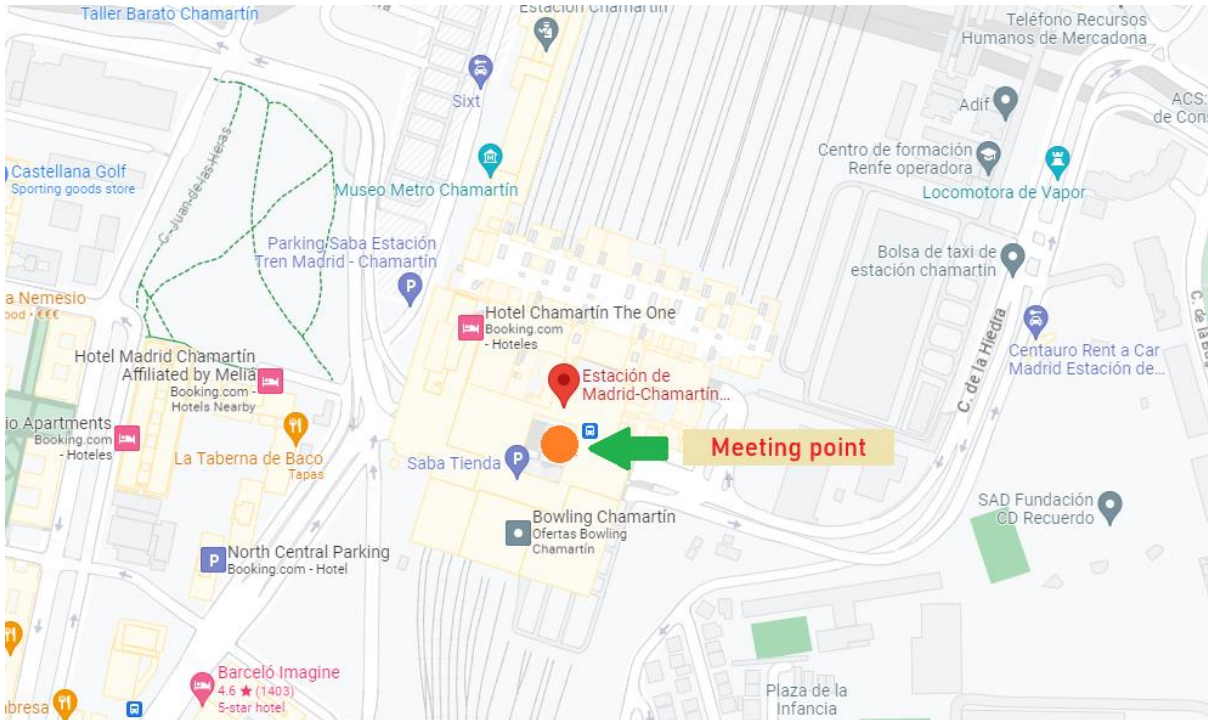


#### 7.2.1 Shuttle busses provided by the organisers

The following shuttle buses are available for the use of participants. Please note that the information presented here might still be subject to slight modifications:

#### **27<sup>th</sup> September 2023**


\* **Location for the departure from Madrid City:** There will be one Shuttle bus (Shuttle 1) departing from Madrid City from The Estación de Madrid-Chamartín Clara Campoamor (see [here](#)). The bus will be located outside the station. **If on the day you have any problem to get to the buses, please contact Miranda Garcia (0034 642 982 328).**




**\*\* Location for the departure from Adolfo Suarez Madrid Barajas airport:** There will be three Shuttle buses departing from Adolfo Suarez Madrid Barajas airport at the Terminal de Autobuses T4 (Bus parking lot of Terminal 4). See map below and online map of the airport [here](#).

### Terminal T4 del Aeropuerto Adolfo Suárez Madrid-Barajas



	Departure time from <b>Madrid City*</b>	Departure time from <b>Adolfo Suarez Madrid Barajas airport**</b>	Estimated arrival to <b>Sigüenza</b>
<b>Shuttle:</b> Madrid city – Adolfo Suarez Madrid Airport – Sigüenza	14h00	14h30	16h00
<b>Shuttle:</b> Adolfo Suarez Madrid Airport – Sigüenza	Not available	17h00	18h30
<b>Shuttle:</b> Adolfo Suarez Madrid Airport – Sigüenza	Not available	21h00	22h30

### **28<sup>th</sup> September 2023**


	Departure time from <b>Sigüenza</b> (After the event)	Estimated arrival to <b>Adolfo Suarez Madrid Barajas airport *</b>	Estimated arrival to <b>Madrid city **</b>
<b>Shuttle:</b> Sigüenza - Adolfo Suarez Madrid Airport	16h30	18:15	Not available
<b>Shuttle:</b> Sigüenza - Adolfo Suarez Madrid Airport - Madrid city	19h00	20H45	21h15

\* Arrival point - Adolfo Suarez Madrid Barajas airport: bus stop of T4 Madrid Barajas (same location as for the departure on the 27 September - see information above).

\*\* Arrival point in Madrid City: The Estación de Madrid-Chamartín Clara Campoamor (same location as for the departure on the 27 September - see information above).

### **29<sup>th</sup> September 2023**

The field trip to visit projects takes place on the 29<sup>th</sup> September 2023. All participants will be brought by bus to the Adolfo Suarez Madrid Barajas airport and to Madrid city after a joined lunch and the visit to the last project.

	Departure time from <b>the field visit</b>	Estimated arrival to <b>Adolfo Suarez Madrid Barajas airport *</b>	Estimated arrival to <b>Madrid city **</b>
<b>Shuttle:</b> Field visit - Adolfo Suarez Madrid Airport - Madrid city	15h00	16h30	17h00

\* Arrival point - Adolfo Suarez Madrid Barajas airport: bus stop of T4 Madrid Barajas (same location as for the departure on the 27 September - see information above).

\*\* Arrival point in Madrid City: The Estación de Madrid-Chamartín Clara Campoamor (same location as for the departure on the 27 September - see information above).

## **7.2.2 Car rental**

In Spain there are plenty of car rental companies working in the city and in the main transport hubs such as the airport. You can check the different options online if you are interested to rent a car.

### 7.2.3 Public transport

The main public transport to Sigüenza is the train. You can check availabilities and prices in the following website: <https://www.renfe.com/es/en>

## 8 Field trip (29<sup>th</sup> September)

The Spanish Presidency of the Council of the European Union with the support of the Regional LEADER Network of Castilla La Mancha (RECAMDER) organise visits to outstanding and representative projects which are driving the socio-economic development of local territory and finance by the Common Agricultural Policy and Cohesion Policy.

On the 29<sup>th</sup> of September, all participants will embark on a journey that will get them to know three of the following local initiatives:

- > Museum and beekeeping centre of Sigüenza, supported by EAFRD (more [info](#))
- > Aromatic plants distillery of Brihuega, supported by EAFRD (more [info](#))
- > Day Care Centre of Brihuega, supported by EAFRD (more [info](#))
- > Rehabilitation of a textile factory (century XVII) into the Hotel Castilla Termal of Brihuega, supported by ERDF and EAFRD (more [info](#))

Departure for the field trip by Bus is expected at **08h00 am** from Sigüenza (the location for departure will be informed to participants during the event) and will conclude with a lunch together provided by the organisers. Between 13h – 15h, RECAMDER (Castilla La Mancha Network of Local Action Groups) will offer a meal at Brihuega Royal Cloth Factory hotel to all participants attending the field visit.

At 15h, **all participants are brought to the Adolfo Suarez Madrid Airport and Madrid city**– see the tentative schedule of the shuttle bus in the previous section.