

# General information - Melbourne

## Location

Melbourne is the capital city of Victoria, a state on the east coast of Australia in the southern hemisphere. Melbourne's time is 10 hours ahead of GMT (Greenwich Mean Time).

## Airport Transfers

On arrival in Melbourne, please make your own way to your hotel. Accommodation bookings will be available on the official registration form and on the secure online booking system.

## Skybus

Skybus operates an airport to city and return service with several drop-off and pick-up points in the city. Skybus services operate 24 hours a day 7 days per week. Approximate travel time from Melbourne Airport to the city is 25 minutes. If you would like further information about Skybus services, costs and hotel pick up times, please ring +61 3 9600 1711 (international callers) or 03 9600 1711 (Australia) or visit [www.skybus.com.au](http://www.skybus.com.au)

## Taxi Cabs

Taxi services are readily available at Melbourne Airport or you may ring to book a taxi cab with any of the following companies to travel around Melbourne: Cab fares vary dependent on the destination and length of travel time.

Arrow - 132 211

Black cabs - 132 227

Embassy - 131 755

Silver Top - 131 008

## Car Rental

Car rental is available from Melbourne Airport. Please enquire at the car rental counters for additional information and costs. Please ensure you have an international or Australian approved driver's licence.

## Public Transport

Melbourne is serviced by a public transport system incorporating bus, tram and train services. Prior to travel on the Melbourne public transport system, you will need to purchase a MET ticket. Tickets can be pre-purchased at a variety of different outlets including Australia Post Offices, newsagencies and pharmacies etc. For additional information please visit [www.victrip.com.au](http://www.victrip.com.au)

## Currency & Exchange

Australia uses a decimal system of currency, i.e. 100 cents equalling one dollar. Notes (Bills) used are \$5, \$10, \$20, \$50 and \$100. Coins used are 5 cent, 10 cent, 20 cent, 50 cent, \$1 and \$2. Prices in shops and for service are rounded up or down to the nearest five cents of the price of total purchases from that retail outlet on that visit. Since July 2000 Australian goods and services are subject to a Goods and Services Tax (GST). All major credit cards and traveller's cheques are accepted throughout Melbourne. All banks will exchange money during banking hours. Other exchange services include American Express and Thomas Cook. Thomas Cook is a one-stop shop for traveller's cheques and currency exchange, as well as phone cards, travel insurance and money transfer services. These are open every day and operate extended trading hours. They are located at the international terminal at Melbourne Airport. ATMs are also available and are located next to the check-in counters and boarding gates. ATMs accept most Australian and international credit cards.

## Banking Hours

Banks are open from 9.30am till 4.00pm Monday to Thursday and open till 5.00pm on Friday. Some Banks are open Saturday Mornings. 24 hour automatic teller machines (ATMs) are very common throughout the city and suburbs.

## Tipping & Gratuities

Tipping is generally not expected within Australia, however it is acceptable to leave a small amount should you feel you have received exceptional service.

## Voltage

Australia's electricity voltage for domestic use is AC 240 volts, 50 cycle. The standard plug is a distinctive three pronged - type. Adapters are available from travel shops and hardware stores. Most hotels have voltage adapters for AC 110 volts in the rooms.

## Passport & Visa Requirements

International visitors to Australia require a current passport, visa or an electronic travel authority. It is the responsibility of the traveller to ensure documentation is correct and complete at the time of travel. For information on obtaining visas or ETA's please visit the ETA web site:

[www.eta.immi.gov.au](http://www.eta.immi.gov.au)

## Goods & Services Tax

For international visitors, a tax refund may be sought at the airport for goods beyond the value of \$300 which should be carried with them in their hand luggage when leaving the country. As tax refunds are not available for goods or services consumed in Australia, the GST component of conference registration fees, accommodation, tours, etc are not claimable.

## Insurance

Participants carry their own risk for personal injury or loss of property, including baggage, prior to, during and post conference. It is recommended that, at the time of booking your travel and accommodation, a travel insurance policy is also purchased. The policy should cover loss of deposit through cancellation, medical insurance, loss or damage to personal property, and financial loss incurred through disruption to accommodation or travel arrangements due to business failures, strikes, or other industrial action. The organisers will not accept responsibility for any claims concerning insurance.

## Registration

If you would like to receive registration details, please forward the following details to [najc10@ammp.com.au](mailto:najc10@ammp.com.au)

Your full name  
Organisation  
Phone  
Email