Travel to Leipzig from Berlin by train

Delegates who arrive at an airport in Berlin (Tegel or Schönefeld) are offered **high speed train first class return ticket to Leipzig at 69.00 EUR.**

This offer is valid for a return trip to Leipzig on Intercity-Express trains (ICE) as well as EuroCity (EC) and InterCity (IC) trains from 16 May 2016 until 22 May 2016 (inclusive).

Upon reservation and payment of this option during the registration process, you will be provided with a booking confirmation number required for issuing the ticket.

Your ticket for the train of your choice must be collected before departure from a vending machine at the railway station. Detailed instructions can be found on the next pages.

Please note that in first class seats are usually available. However, if you wish to reserve your seat in advance, please use the DB website or go to the ticket desk at the railway station. Seat reservations will incur an additional cost of 4,50 EUR per seat (9 EUR for a return trip).

This **offer includes transfers to/from Berlin Tegel or Schönefeld airports to Berlin main railway station (Berlin Hauptbahnhof) as well as access to the DB Lounge.** Dedicated staff will be available throughout to ensure a smooth transfer process.

**Arrival**

Upon your arrival at the airport in Berlin (Tegel or Schönefeld) you will be met by a host at the arrival gate - look for a sign with the logo of the International Transport Forum. The host will escort you to the shuttle to Berlin main railway station.

At Berlin main railway station a host will meet you at the shuttle, assist with printing your ticket and direct you to the lounge or platform. Please have your booking confirmation number ready.

At Leipzig main railway station please go to the International Transport Forum Welcome Desk located opposite platform 10/11 and you will be directed to a shuttle.

**Departure**

The same process will be in place for the return journey.

At Leipzig main railway station please go to the International Transport Forum Welcome Desk. A host will escort you to your train.

At Berlin main railway station you will be met by a host carrying a sign with the logo of the International Transport Forum and escorted to your shuttle to the airport in Berlin (Tegel or Schönefeld).

**Please inform the Registration Help Desk about your itinerary at your earliest convenience to ensure we provide you with all the assistance you require.**
Bahn-Tix – Collecting Your Ticket from the Vending Machine

Please note, that the order number is just a booking confirmation and not a valid ticket.

You have to collect your ticket from a ticket vending machine before departure by using the confirmation number.

The following steps will guide you through the process.

1st step
On the welcome screen, select English as language by using the flags at the bottom. Then push the button „All offers“.

2nd step
On the bottom right you will find the button “Pre-booked tickets” for collecting your tickets.

3rd step
For printing your Event Ticket, please press the first button „Collection of pre-booked tickets (Bahn-Tix)“. 
4th step
Press the second button „Identification with order code“.

5th step
Please enter your order code by using the numeric keyboard on the screen. Then press “Confirm”.

6th step
Your open orders will be listed. Select the item you would like to print and finally select „Print now“.

7th step
Notice: The departure station that is shown on the screen will not be printed on the ticket. Your Event Ticket is valid from each DB station within Germany. Make sure that you have printed all items and do not forget any receipts in the machine.