



Instructions

Please review this information prior to booking your travel arrangements.

Travel Planning

Sitges, Spain Location: The Almiral de la Font near Sitges, Spain

Arrival and Departure Planning – You should plan to arrive at the retreat center (masia) on Sunday between 9:00 and 9:30 hours to get settled in. All retreats begin promptly at 10:00 AM on the first day and complete at 3:30 PM on Friday. All participants are expected to stay the entire time. Please make your travel plans accordingly.

If you are Driving – Please download the driving directions in the Travel and Logistics section of the Leadership Launch Pad. Please carpool if at all possible. You will receive contact lists of your fellow participants approximately three weeks prior to the first retreat so you can arrange carpools at that time.

If you are Flying - Travel time from the Barcelona airport (BCN) is approximately 45 minutes. Most people will want to fly in on Saturday to be rested before the retreat. Both hotels below provide a shuttle service from the Barcelona airport to the hotel.

Airport Hotels

Special reduced rates are available at the following hotels if you ask for the “Coaches Training Institute corporate rate” when you call. You will need a credit card to guarantee your booking. Airport shuttle is available by request to/from each of these hotels.

- Hotel Tryp Barcelona Aeropuerto: Call +34 93 3781010
Weblink www.solmelia.com
- Hotel Ciutat del Prat: Call +34 90 2111020
Weblink www.salleshotels.com

Transportation Planning

In addition to arranging your transportation to and from your retreats, in Retreat 1, 2 and 4, you will be responsible for arranging your own transportation to special off-site events we have planned for you. You will need to make arrangements for vehicles amongst yourselves prior to each retreat. For the Retreat 4 offsite event, you'll need enough cars between you to travel in groups of five.

The following information is provided to help support your planning. You must make reservations in your own name and put any charges on your own credit card. If carpooling, it is recommended that you share costs and plan your transportation to accommodate all passengers luggage.

Local Transportation Providers:

1. Car &/or Van rental – Rebil (www.rebilrent.com), Europcar (www.europcar.es), Avis (www.avis.es)
2. Van Service – Autocars Dotor (www.dotorbus.com) +34 93 8180611
3. Local taxi - Radio Taxi Sitges +34 93 8941329
4. Directions to the retreat center are available at www.almiraldelafont.com/location Or www.viamichelin.co.uk

Local Lodging options:*

The Almiral de la Font masia is available for an 8 person minimum at rates of Euro 90 per person. This price includes a group dinner at a time to be agreed. You can inquire and book directly by emailing Paul Christoforou at the Almiral de la Font pavlos@telefonica.net. It would be best if one person coordinates the communications for your group.

*Please note: the retreat center will not be available to participants the night prior to Retreat 1, day 1.

Other Resources: The Sitges tourism website www.sitgestur.cat can offer additional recreation, transportation, restaurants, shopping, accommodation options in the area.