

Sydney Office Visitors' Guide

A helpful guide for those planning to visit the Sydney Office of Sullivan & Cromwell

INDEX

Office Address, Phone & Fax
Office Hours
Airport Information
Banking
Courier Services
Emergency Services

Entertainment
Hotel Accommodations
Maps
Medical Facilities
Restaurants
Shopping

Telephone Information
Transport Services
Visa / Passports & Immigration
Weather

Disclosure: We have no financial or other interests in any organization or product mentioned in this guide.

OFFICE ADDRESS, PHONE & FAX



Sullivan & Cromwell
Level 34
The Chifley Tower
2 Chifley Square
Sydney NSW 2000
Australia

Tel: +61 2 8227 6700
Fax: +61 2 8227 6750



OFFICE HOURS

Building access is available Monday - Friday 8.00 a.m. - 6.00 p.m. To gain access during off hours, please contact the Sydney Office at +61 2 8227 6700.



AIRPORT INFORMATION

Sydney Airport Website: <http://www.sydneyairport.com.au>

By Taxi:

Each terminal has its own sheltered taxi rank with supervisors on hand in peak hours to ensure a smooth flow of taxis for travelers.

Kerbside supervisors can also organize taxis with baby capsules, wheelchair access, 5 seaters, station wagons for lots of baggage, and maxi taxis for groups.

Sydney Airport to Sydney City during non-peak traffic conditions costs approximately AUD\$25. Passengers pay for any bridge or road tolls on top of the fare.

From 1 November 2004, an AUD\$2.00 airport toll is payable by all passengers taking a taxi from any of Sydney Airport's taxi ranks.

Contact details for the various taxi companies are below if you prefer to pre-book your taxi:

Taxis Combined Services

Phone: +61 2 8332 8888

Web: www.taxiscombined.com.au

RSL Ex-Servicemen's Cabs & Co-Op Members Ltd

Phone: +61 2 9581 1111

Cabcharge Bookings: 131 581

Legion Cabs

Phone: 131 451

Cabcharge Bookings: 131 271

Web: www.legioncabs.com.au

Premier Cabs

Phone: 13 10 17

Web: www.premiercabs.com.au

St George Cabs

Phone: 132 166

Web: www.stgeorgecabs.com.au

Taxi Tips

Drivers are required to accept all fares, big and small, from the airport. If you are only traveling a short distance, drivers can return back to their place in the queue after they have taken you to where you need to go. The Kerbside management team will help you and your driver with this request.

Please note that taxis are not permitted to pick up passengers outside of the taxi ranks and the driver will be fined AUD\$5,000 for breaking the regulation.

Taxi drivers can accept tips, but it is not normal practice to tip in Australia and therefore there is no requirement on the passenger to do so.

BY BUS:

Hotel transfer - Sydney CBD area

When making your accommodation reservations, check to see if there is a complimentary pick-up/drop-off service being offered.

Metropolitan and Regional suburb transfer

Many shuttle bus companies provide transport between the airport and most Sydney suburbs and regional areas. These buses need to be pre-booked. Check the <http://www.yellowpages.com.au> under "Bus and Coach Services" for the service to and from your area.

Public Route Bus

Sydney Buses has a timetables service between Bondi Junction and Burwood which includes the T1 International and T3 Domestic Terminals in the route. Clearly marked bus stops are located on the arrivals level of each of these terminals. Information about fares, timetables and connections to other parts of Sydney is available at <http://www.sydneybuses.info>



BANKING

ATM Cash Machines:

ATM's are located at most banks and building societies. Use the VISA ATM Locator website at <http://visa.via.infonow.net/locator/global/jsp> or the MasterCard ATM Locator website at www.mastercard.com/atmlocator/index.jsp to find the nearest branch.

Here is a list of the 4 closest ATM machines to the Sydney Office:

ANZ Bank

Upper Ground Floor
Chifley Plaza
2 Chifley Square
Sydney NSW 2000
Australia

National Australia Bank

Level 1
Chifley Plaza
2 Chifley Square
Sydney NSW 2000
Australia

Westpac Bank

Level 1
Chifley Plaza
2 Chifley Square
Sydney NSW 2000
Australia

St George Bank

55 Hunter Street
Sydney NSW 2000
Australia

Bank Opening & Closing Times:

Banks are open 9.00 a.m. - 4.30 p.m. Monday to Friday. All City banks are closed on Saturdays and all banks are closed on Public Holidays.

Credit Cards:

Credit cards can be used in most of the City's restaurants, shops, hotels, bars and nightclubs. Cash advances on your Visa and MasterCard can be obtained from most banks.

Money & Travelers Cheques:

Currency and Travelers Cheques can be exchanged at banks.



COURIER SERVICES

Courier service is available in Australia by using cash and payment is made at the point of collection from the courier staff. No corporate account is required. Alternatively, you may drop off your documents/package if you wish to make the payment by credit card.

Fedex Express: <http://www.fedex.com/au/>

DHL Express: <http://www.dhl.com.au/>



EMERGENCY SERVICES

To contact the police, fire or ambulance services dial **000** free from any public or private telephone. In case of accident, most major hospitals have 24-hour accident and emergency departments.



ENTERTAINMENT

Sydney Entertainment: <http://www.sydney.com.au/>

Explore Australia: <http://www.australiatravel.com>



HOTEL ACCOMMODATIONS

Sofitel Wentworth

61 - 101 Phillip Street

Sydney NSW 2000

Australia

Tel: +61 2 9230 0700

Fax: +61 2 9228 9133

Email: H365@accor.com

http://www.sofitel.com/sofitel/fichehotel/gb/sof/3665/fiche_hotel.shtml

Sir Stamford at Circular Quay

93 Macquarie Street

Sydney NSW 2000

Australia

Tel: +61 2 9252 4600

Fax: +61 2 9252 4286

Email: sales@sscq.stamford.com.au

<http://www.stamford.com.au/SirStamCirQuay/default.html>



MAPS

White Pages Street Maps: <http://www.whereis.com/whereis/home.jsp>

Street-Directory .com: http://www.street-directory.com.au/aus_new/index.cgi



MEDICAL FACILITIES

The closest medical centre is:

Pitt Street Medical Centre

Level 1

70 Pitt Street

Sydney NSW 2000

Australia

Tel: +61 2 9233 3399

After hours emergency number: 0432 221 413

<http://www.sydneydoctors.com.au>

The standard consultation fee is AUD\$45. Payment can be made by cash or credit card. The medical centre accepts appointments and some walk-ins.

Hours: Monday to Friday 8.00 a.m. - 6.00 p.m.

TELEPHONE INFORMATION

Outside of Australia:

If you are dialing from outside Australia, dial the international access code from the country you are calling from, the Australia code 61 + area code + telephone number.

From Australia:

To dial abroad from Australia: 0011 + the country code of country calling + area code + telephone number. See below for a quick list of country codes or access the International Dial Codes website at <http://www.countrycodes.com>.

Australia – 61	Italy – 390
Austria – 43	Japan – 81
Belgium – 32	Netherlands – 31
Brazil – 55	New Zealand – 64
France – 33	Norway – 47
Germany – 49	Portugal – 3512
Greece – 30	South Africa – 27
Hong Kong – 852	Spain – 34
India – 91	Sweden – 46
Ireland – 353	Switzerland – 41
Israel – 972	USA – 1

International Long Distance Calling Cards can be purchased at most service stations and newsagents.



RESTAURANTS

Sydney dining: http://www.bestrestaurants.com.au/sydney_restaurants.asp
<http://www.destinationsydney.com/restaurants/>



SHOPPING

Most shops are open:
Monday to Wednesday 9.00 a.m. - 5.00 p.m.
Thursday 9.00 a.m. - 9.00 p.m.
Friday 9.00 a.m. - 5.00 p.m.
Saturday & Sunday - check with the particular shop but most shops are open 10.00 a.m. - 4.00 p.m.



TRANSPORT SERVICES

Air:

Sydney Airport: <http://www.sydneyairport.com.au>

Bus:

Sydney Buses: <http://www.sydneybuses.info>

Train:

City Rail: Tel: 131 500 or www.cityrail.info/timetable/index.jsp

Taxi:

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Web: www.taxiscombined.com.au

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Web: www.legioncabs.com.au

Premier Cabs

Phone: 13 10 17

Web: www.premiercabs.com.au

St George Cabs

Phone: 132 166

Web: www.stgeorgecabs.com.au

Traffic Conditions:

To check traffic conditions: www.rta.nsw.gov.au/trafficreports/index.html



VISA / PASSPORTS & IMMIGRATION

Visa:

To apply for an Australian visa or check your status, contact the Australian Immigration Department. They handle queries about immigration, visas and work permits.

Ground Floor
26 Lee Street
Sydney NSW 2000
Australia
Tel: 131 881
<http://www.immi.gov.au>

Counter hours:

Monday to Friday 9.00 a.m. - 4.00 p.m.

Wednesday 9.00 a.m. - 1.30 p.m.



WEATHER

To check the weather: www.sydneyweather.net

