Paris Office Visitors’ Guide
A helpful guide for those planning to visit Paris and the Paris Office of Sullivan & Cromwell LLP

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

OFFICE ADDRESS, PHONE & FAX

Sullivan & Cromwell LLP
51 rue La Boétie
75008 Paris

Tel: 001-33-1-7304-1000
Fax: 001-33-1-7304-1010

OFFICE HOURS

Access is available:
Monday through Thursday  8:00 a.m. - 12:00 p.m. (0800 - 0000)
Friday  8:00 a.m. - 11:00 p.m. (0800-2300)
Restricted access during the week-end

TRAVEL INFORMATION

Paris Charles De Gaulle Airport: http://www.paris-cdg.com
Paris Orly Airport: http://www.paris-ory.com

BY AIR:

From Charles De Gaulle Airport to the Paris office:
- Take RER B line (towards Saint Rémy-les-Chevreuse) to Gare du Nord RER station (35 min)
- Walk to Gare du Nord Metro station (1 min)
- Take Metro line 4 (towards Mairie de Montrouge) to Strasbourg Saint Denis Metro station (3 min)
- Walk to Strasbourg - Saint-Denis station (1 min)
- Take Metro line 9 (towards Pont de Sèvres) to Miromesnil Metro station (9 min)
- 51 rue La Boétie is a 1 minute walk from Miromesnil Metro station
From Orly (Sud/Ouest) Airport to the Paris office:

- Take Orlyval train (special fare) to Anthony Station
- Change onto RER B line (towards Aéroport Charles-de-Gaulle/Mitry-Claye) to Denfert-Rochereau RER station
- Walk to Denfert-Rochereau Metro station (1 min)
- Take Metro line 6 (towards Charles de Gaulle Étoile) to Gare Montparnasse Metro station (4 min)
- Walk to Gare Montparnasse Metro station Line 13 (1 min)
- Take Metro line 13 (towards Asnieres Gennevilliers or Saint Denis) to Miromesnil Metro station (8 min)
- 51 rue La Boétie is a 1 minute walk from Miromesnil Metro station

**BY RAIL:**

http://www.raileurope.co.uk
http://www.sncf.fr (trains)
http://www.ratp.fr (underground)

From Gare du Nord (Eurostar & Thalys terminal):

- From Gare du Nord Station, take Metro line 4 (towards Porte d’Orléans) to Strasbourg-Saint-Denis Metro station (3 min)
- Change to Metro line 9 (towards Pont de Sèvres) to Miromesnil (9 min)
- 51 rue La Boétie is a 1 minute walk from Miromesnil Metro station

**Nearest Metro and RER stations:**
Miromesnil (Line 9 & 13)
Saint-Philippe-du-Roule station (Line 9)
Invalides RER station (RER C)

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**BANKING**

**Cash Machines:**
Cash machines are located at most banks. Use the VISA Cash machine Locator website at http://visa.via.infonow.net/locator/global/jsp/SearchPage.jsp or the MasterCard Cash machine Locator website at http://www.mastercard.com/atmlocator/index.jsp to find the nearest branch.

Here is a list of the 7 closest cash machines to the Paris Office (5 minutes walk maximum):

**Crédit Industriel Et Commercial:**
42 Rue la Boétie, 75008 Paris

**LCL:**
152 Rue du Faubourg Saint-Honoré, 75008 Paris

**BRED-Banque Populaire:**
40 Rue la Boétie, 75008 Paris

**Société Générale:**
67 Rue la Boétie, 75008 Paris
Bank Opening & Closing Times:
Banks are generally open 9:00 a.m. - 5:00 p.m. or 6:00 p.m. (0900 - 1700 or 1800) Monday to Friday or sometimes Tuesday to Saturday. Some branches may close at lunchtime between 12:00 p.m. - 2:00 p.m. (1200 - 1400). 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.

Currency and Travelers Cheques:
Currency and Travelers Cheques can be exchanged at banks, bureaux de change offices, hotels and post offices.

Bureau de change:
Multi Change: 7, rue Marbeuf
Novacambios-France Bureau de Change:
10 Rue du Colisée, 75008 Paris

COURIER SERVICES

For courier service at the Paris office AN ACCOUNT IS REQUIRED. Please contact the Paris office.

EMERGENCY SERVICES

Police: dial 17
Fire Brigade: dial 18
Ambulance: dial 15
European Emergency Number (multilingual): dial 112

Hospital:
Hôpital des Invalides
6, boulevard des Invalides
75007 Paris
Tel: 01 40 63 22 22

PHARMACIES

Pharmacie Du Roule:
71 Avenue Franklin Delano Roosevelt, 75008 Paris

Pharmacie du Faubourg Saint Honoré:
122 Rue du Faubourg Saint-Honoré, 75008 Paris

Late Night Pharmacies:
Pharmacie Dhery
84, avenue des Champs Elysées
Galeries des Champs Elysées
75008 Paris
Tel: 01 45 62 02 41
24-hour pharmacy open daily
M: George V

Other late night pharmacies can be found on:
http://en.parisinfo.com/guide_paris/rub6826.html?id_article=7771
ENTERTAINMENT

Things-To-Do in Paris - http://www.thingstodo-paris.com
Official Paris Area Website - http://english.pidf.com

HOTEL ACCOMMODATIONS

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Address</th>
<th>Tel</th>
<th>Fax</th>
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<tbody>
<tr>
<td>George V</td>
<td>31, avenue George V 75008 Paris</td>
<td>01 49 52 70 00</td>
<td>01 49 52 70 10</td>
</tr>
<tr>
<td>Marriott Champs Elysées</td>
<td>75, avenue des Champs Elysées 75008 Paris</td>
<td>01 53 93 63 00</td>
<td>01 53 93 63 01</td>
</tr>
<tr>
<td>Le Bristol</td>
<td>3112, rue du Faubourg Saint-Honoré 75008 Paris</td>
<td>01 53 43 43 00</td>
<td></td>
</tr>
<tr>
<td>Le Mandarin Oriental</td>
<td>251 rue Saint Honoré 75008 Paris</td>
<td>01 70 98 78 88</td>
<td></td>
</tr>
<tr>
<td>Plaza Athénée</td>
<td>25, avenue Montaigne 75008 Paris</td>
<td>01 53 67 66 67</td>
<td>01 53 67 66 66</td>
</tr>
<tr>
<td>Prince de Galles</td>
<td>33, avenue George V 75008 Paris</td>
<td>01 53 23 77 77</td>
<td>01 53 23 78 78</td>
</tr>
<tr>
<td>La Réserve</td>
<td>42 avenue Gabriel 75008 Paris</td>
<td>01 58 36 60 60</td>
<td></td>
</tr>
<tr>
<td>San Régis</td>
<td>12, rue Jean Goujon 75008 Paris</td>
<td>01 44 95 16 16</td>
<td>01 45 61 05 48</td>
</tr>
<tr>
<td>Marignan Champs-Elysées</td>
<td>12, rue de Marignan 75008 Paris</td>
<td>01 40 76 34 56</td>
<td>01 40 76 34 34</td>
</tr>
<tr>
<td>Trémoille</td>
<td>14, rue de la Trémoille 75008 Paris</td>
<td>01 56 52 14 00</td>
<td>01 40 70 01 08</td>
</tr>
</tbody>
</table>

NB: All hotels listed are 4-star hotels, with the exception of the Plaza Athénée, Prince de Galles, La Réserve, Le Bristol and Mandarin Oriental which are 5-star.

MAPS

http://www.viamichelin.com
http://www17.mappy.com
TELEPHONE INFORMATION

OUTSIDE FRANCE:
If you are dialing from outside France, dial the international access code for the country you are calling from, then code 33 for France, then the full Paris number omitting the first 0 from the local code.

FROM FRANCE:
To dial abroad from France first dial 00 international access code then the country code followed by the local code. See below for a quick list of country codes or access the International Dial Codes website at http://www.countrycallingcodes.com/:

<table>
<thead>
<tr>
<th>Country</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
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<tr>
<td>Austria</td>
<td>43</td>
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<tr>
<td>Belgium</td>
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<td>Brazil</td>
<td>55</td>
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<tr>
<td>Germany</td>
<td>49</td>
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<td>Greece</td>
<td>30</td>
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<tr>
<td>Hong Kong</td>
<td>852</td>
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<td>India</td>
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<tr>
<td>Ireland</td>
<td>353</td>
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<td>Israel</td>
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<tr>
<td>Italy</td>
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<td>Japan</td>
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<td>Netherlands</td>
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<td>New Zealand</td>
<td>64</td>
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<td>Norway</td>
<td>47</td>
</tr>
<tr>
<td>Portugal</td>
<td>3512</td>
</tr>
<tr>
<td>South Africa</td>
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<tr>
<td>Spain</td>
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</tr>
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<td>Sweden</td>
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<td>Switzerland</td>
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</tr>
<tr>
<td>UKA</td>
<td>44</td>
</tr>
<tr>
<td>USA</td>
<td>1</td>
</tr>
</tbody>
</table>

MOBILE PHONES:
If you are traveling to France from Europe check to see if your network provider has a reciprocal arrangement with a France-based network that allows you to use your mobile phone.

For travelers from the USA the situation is more complicated. If your US service provider uses the GSM system, it will probably run on the 1900 band. For your phone to work it needs to have a tri-band facility and your provider needs to have a reciprocal arrangement with a French network.

RESTAURANTS

https://www.bestrestaurantsparis.com/fr/
https://fr.gaultmillau.com/restaurants/France
https://restaurant.michelin.fr/restaurants/paris

SHOPPING

Most Shops are open Monday to Saturday from 10:00 a.m. to 7:00 p.m. (1000 - 1900). Some shops on Champs Elysées are open until 11:00 p.m. (2300) and are also open on Sundays.
VISA / PASSPORTS & IMMIGRATION

VISAS:
Citizens of EU countries do not need a visa to visit or work in France. Citizens of other countries including the USA, Canada and New Zealand only require a valid passport for a visit of up to 3 months in duration, but are unable to work without a work permit.

To check your status - http://www.france.diplomatie.fr/venir/visas
To apply for a visa and check your status: contact the French Embassy or Consulate in your own country.

LOST or STOLEN PASSPORTS:
If your passport is lost or has been stolen, it is important that you report this to the nearest Police station and go to/call the embassy of your country of origin in France.

WEATHER


For France and in French – http://www.meteo.fr

TRANSPORT SERVICES

AIR:
https://www.parisaeroport.fr/en
Paris Charles De Gaulle Airport: http://www.paris-cdg.com
Paris Orly Airport: http://www.paris-ory.com

PUBLIC TRANSPORT:
Paris Underground (Metro) and bus Service - http://www.ratp.fr - Fares, Timetables and Journey Planner
Network Rail Service - http://www.sncf.fr - Fares, Timetables and Journey Planner

TRAFFIC CONDITIONS:
Congestion Charge - http://www.sytadin.fr/

TAXI:
Taxis G7: Dial 01 47 39 47 39