

Getting to the Media Centre at the Grove Hotel

IMPORTANT PLEASE READ

Overview

The NATO Leaders' Meeting 2019 is taking place at the Grove Hotel in Watford on Wednesday 4 December. **The event is only open to pre-accredited members of the media who have received a confirmation email.**

The Media Centre will be located at the Grove Hotel and will be open from 12:00 on Tuesday 3 December, closing at 23:00 on Wednesday 4 December.

The Media Accreditation Office (MAO) in Watford is the only access point to the Media Centre for all media representatives, including travelling press and delegation staff accredited as media observers. This is where media representatives can collect accreditation passes, before undergoing a security search. A free shuttle service will be provided from the Watford MAO, transporting accredited members of the media to the Media Centre at the Grove Hotel.

Any media already in possession of their accreditation pass will still need to go via the Watford MAO in order to get to the Media Centre.

You will not be able to access the Grove Hotel directly. You MUST use the shuttle service at the Watford MAO. Any members of the media travelling to the Grove Hotel independently will be redirected to the Watford MAO.



Getting to the Watford MAO

The Watford MAO will be at [Watford Leisure Centre - Central](#), Peace Prospect, Watford WD17 3HA

The Watford MAO is well served by public transport and there are a number of public pay-and-display car parks nearby.

- **By train:** [Watford Junction station](#), Station Road, Watford WD17 1EU. There is a taxi rank outside the station, or the MAO is a 10 mins walk away (see map in Annex 1)
- **By tube:** [Watford station](#), Cassiobury Park Avenue, Watford, Herts, WD18 7LE
- **By bus:** From Watford Junction station – number 320 or 321
- **By taxi:** There are a number of [local taxi companies](#) and a designated taxi drop off area at the front of the Watford MAO (see [Google map](#)) – ask your driver to drop you at the lay-by in front of Watford Library
- **By car:** there are several public pay-and-display car parks nearby. These are on a first come, first served basis. There will be no parking at the Grove Hotel

Car Parks

- Town Hall Car Park - Town Hall, Rickmansworth Road, Hempstead Rd, Watford WD17 3EX
- Avenue Car Park - 506 Hempstead Rd, Watford WD17 4WP
- Citi Park Gade - Rosslyn Rd, Watford WD18 0JX



At the Watford MAO (accreditation collection, security checks and transport)

Please ensure that you bring the required documentation (Photo ID and accreditation email confirmation) in order to collect your accreditation pass. You, and any luggage and equipment you bring, will also need to undergo a security search before you are transported to the Media Centre at the Grove Hotel. All equipment will be subject to a search so please bring only what you will need for the event.

Please allow **25 mins** for this process, though times may vary during busier and quieter periods.

Media shuttle

You will be transported to the Media Centre at the Grove Hotel by a 16-seater shuttle bus. Shuttles will depart from within the car park at Watford MAO. This will be a secure area, so if you need to leave the Watford MAO for any reason before boarding the shuttle, you will need to undergo the security search again.

All bags and equipment must be carried with you. There are no luggage storage facilities, so please bring essential equipment only.

The journey will take **approx. 10-15 mins** and is just over 2 miles but may take longer at peak times.

There will also be a return shuttle service. This will drop you off at Watford Junction station, however, you can stay on the shuttle and return to the Watford MAO, if needed. Please inform the driver before you depart.

At the Grove Hotel, there is only one drop off and pick up location – this will be in front of the Golf Shop (see [Google map](#)). Please return to that location to catch the shuttle back to Watford Junction station or the MAO.

It's important to note that on Wednesday 4 December, the roads surrounding the Grove Hotel will be busy with event traffic. Your journey may be temporarily delayed. Please take this into account when planning your arrival.

An approx. timetable is below:

Accreditation pick up	10 mins
Clear security check	15 mins
Travel to The Grove Hotel	15 mins
Walk to Media Centre	5 mins
Total	45 mins

Media shuttle timings

Media pool card holders wishing to cover the morning media moments should aim to be at the Grove Hotel no later than 07:00 on 4 December.

Shuttles will run continuously from the Watford MAO to the Grove Hotel, starting at 11:30 Tuesday 3 December, with the last shuttle leaving approx. 22:45 Wednesday 4 December. Shuttles will be departing every 15 mins.

Shuttles from the Grove Hotel back to Watford Junction station (or the Watford MAO) will run from 12:30 Tuesday 3 December, with the last shuttle leaving approx. 23:15 Wednesday 4 December. Shuttles will be departing every 15 mins.

There will not be a shuttle service from Watford Junction station to the Watford MAO.

Watford MAO to the Media Centre	Start Tuesday 3 December 11:30 <i>(running every 15 mins)</i>	Last shuttle Wednesday 4 December 22:45 (approx.)
Media Centre to Watford Junction station/Watford MAO	Start Tuesday 3 December 12:30 <i>(running every 15 mins)</i>	Last shuttle Wednesday 4 December 23:15 (approx.)

Please note that during peak times (04:00-09:00) on 4 December, the shuttle may only be able to drop you off at the Watford MAO.

Key NATO Leaders' Meeting media moments

- From 07:45 – Leader arrivals
- From 09:00 – Official Handshake and Family Photo
- From 10:00 – Leaders' Meeting opening remarks
- From 13:30 (approx.) – Press Conferences