



Airport

Washington Dulles International Airport - IAD - 42 km W of Washington

:: **Shuttle** - Washington Flyer Coach Service to West Falls Church Metrorail station

:: **Taxi** - Washington Flyer Taxi - fares one way to Washington, appx. US\$ 50

:: **Airport information desk** - Phone (01) 703 572 2536

On your best behavior...

Business - Smart dress is expected for business. Short sleeves are ok in hot weather. Normal business courtesies should be followed although Americans tend to be less formal than Europeans. Appointments should be made and kept punctually. Business cards are standard.

Social - Atmosphere is usually relaxed and informal. Handshaking is customary. Gifts are appreciated when you are invited to a private home. Smoking is very restricted in most public places, including transport. Restaurant usually have special smokers' sections.

Tipping - is widely practiced as service charges are usually not included in the bill. Tip is usually 15% standard. Porters expect US\$1 per bag.

Communication & Power

Mobile - GSM 1900 network available

Internet - internet cafés are available in most urban areas

Phone - country code **+1** - Outgoing International **011** - Emergencies (police, fire department, medical) **911**

Electricity - 110/120 volts AC, 60Hz - Flat 2pin plugs are standard. For use of European appliances, buy a plug adaptor (best done *before* arrival in the USA).

Time Zone

Eastern Standard Time : GMT -5 (GMT -4 from April through October)

Local Information

Chamber of Commerce Visitor Information Center - Ronald Reagan building and International Trade Center, 1300 Pennsylvania Ave NW

Open- Mon-Sat 0800-1800

Phone - (202) 328 4748

www.dcvisit.com

Local Office

American Express Travel Service

1150 Connecticut Ave NW

Washington DC 20036 - Phone +1 (202) 457 1300

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Cut out the Factsheet and fold it into a wallet card



**Corporate
Travel**

Emergency Service
+44 20 8253 8490
outside normal office hours only

Disclaimer - this factsheet is to be used for informational purposes only. For up-to-date information regarding your travel and your passport, visa and health requirements, please contact your dedicated amex office.