



GENERAL INFORMATION

You will get more information from ATF-2026 from this note. If you have any questions, please do not hesitate to contact the coordinators.

1. Venue

Forum will be held in centrally located hotel in Ulaanbaatar. Here is the contact information.

Ulaanbaatar Hotel

Tel: (976) 11320620

Mobile: (976) 99886868

2. Transportation Arrangements and Airport Meeting Service

All participants will be transfer from Chinggis Khaan International Airport to hotel and drop off to airport. To arrange immediate transfer to the hotel, participants should submit their flight details using the enclosed Registration Form **on or before 1st May 2026.** A special conference counter at Chinggis Khaan International Airport will receive and welcome all participants and provide them with an information kit.

3. Visa Requirement

Citizens of 34 countries can visit Mongolia without a visa for up to 30 days. If you are a citizen of a country other than these, you will need a visa. If you need further information, please visit <https://en.consul.mn/visa/c/83>.

Citizens of the 36 countries included in the "List of Countries That Issue Mongolian e-Visas" can apply for an e-visa from anywhere in the world.

Procedure for applying for an electronic visa:

1. Visit www.evisa.mn
2. Fill out the visa application accurately and completely.
3. Pay your bill
4. Visa application documents will be reviewed
5. If approved, an electronic visa in the form of a QR code containing the citizen's information will be sent to your email address, granting you the right to travel to Mongolia.

Please verify immediately by www.evisa.mn or the Mongolia Embassy or Consulate in your country if a visa is required for your travel to Mongolia. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before **ОН CAP ӨДӨР** to the LOC. Contact with training.mto2@gmail.com

4. Exchange Rate

The Mongolian currency is the Tugrik (MNT). Bank notes are available in denominations of MNT 100, 500, 1000, 5000, 10000 and 20000. One US dollar equals approximately MNT3.594.49 and one euro equals approximately MNT4217.95 (rate on 16th of September 2025). Please check the latest exchange rates before leaving from Mongol Bank's official link <https://www.mongolbank.mn/en/currency-rates>. International credit cards and travelers' cheques are accepted in major establishments. Most banks are open from 09:00 to 16:00 from Monday to Friday, and some are open on weekends. You can do the exchange at the airport, bank or currency exchange.

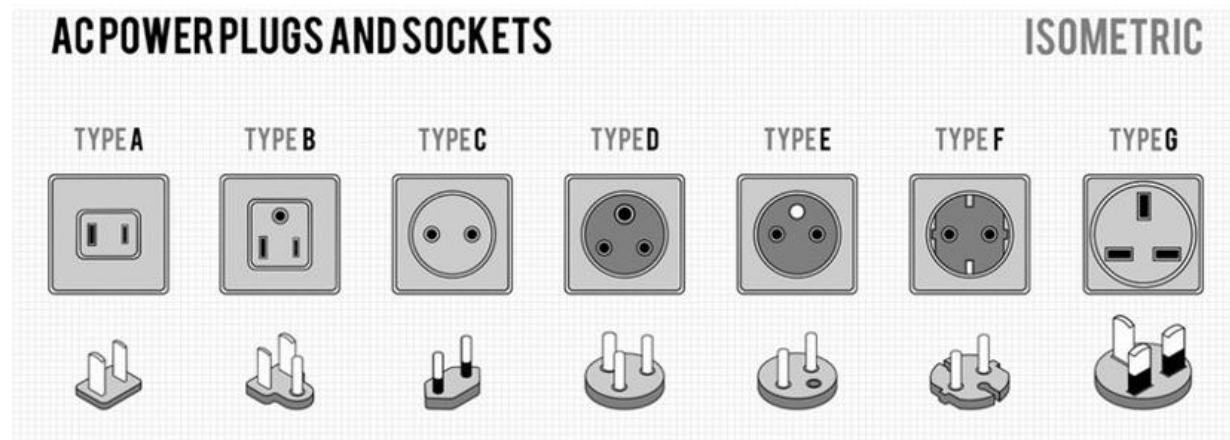
5. Time Zone

Ulaanbaatar, Mongolia is eight hours ahead of Greenwich Mean Time (GMT+ 8).

6. Voltage

Electric power is supplied at 220-240 volts, 50 Hz. The plugs used in Mongolia are C or E. Moreover, you can use a universal plug adapter or converter.

Plugs/sockets are usually an issue when it comes to traveling, so always make sure you travel with a universal plug adapter.



7. Climate

The climate in Mongolia is changeable throughout the year, with an average annual temperature of 0.2°C. The months from May through September generally have pleasant average temperatures, with June ranging from 8°C to 23°C.

8. Health

Immunization certificates are generally not required for entry into Mongolia. However, it is recommended that participants obtain appropriate insurance as a precautionary measure.

9. Clothing

Business attire is required at official meetings. However, Mongolia is a central Asian dry climate, it is bit cool in the morning and in the evening. Please bring warmer jacket or fleece.

10. Accommodation

We recommend the hotels located closest to the venue for your convenience. The venue is the centrally situated Ulaanbaatar Hotel****. While you are welcome to select any accommodation of your preference, please note that transportation services for pick-up and drop-off will be provided exclusively from the following five designated hotels. It is important to arrange your participation with the transportation starting from one of these specified locations.

PS: Discounted room rates have been arranged for participants at the following hotels in Ulaanbaatar.

Ulaanbaatar Hotel, Ulaanbaatar, Mongolia

Add: B.Altangerel street-7, 8th subdistrict, Sukhbaatar district,
Ulaanbaatar, Mongolia

Tel: (976) 11320620 Mobile: (976) 9988-6868

Website: <https://www.ubhotel.mn/>

Standard Room (Twin): approximately **USD170**

Best Western Premier Tuushin Hotel

Add: Prime Minister Amar's Street-15, Ulaanbaatar 14200, Mongolia

Tel: (976) 11323162

Website: <https://bestwesternmongolia.mn/en>

Standard room: approximately **USD170**

Blue Sky Hotel

Add: Peace Avenue 17, Sukhbaatar District, 1st Quarter, Ulaanbaatar 212513, Mongolia

Tel: (976) 70100505

Website: <https://hotelbluesky.mn/about>

Standard room: approximately **USD260**

UB Grand Hotel

Add: Sukhbaatar district, khoroo 8, Baga Toiruu 14200, Sukhbaatar Square Street 20/02, Ulaanbaatar Mongolia

Tel: (976) 77159595

Website: <https://en.ub-grand.com/>

Standard room: approximately **USD140**

H9 Hotel

Add: 8 Amar street, Ulaanbaatar, Mongolia

Tel: (976) 77114334, (976) 11330330

Website: <https://hotelnine.mn/>

Standard room: approximately **USD120**

11. Registration

Participants wishing to attend the Forum are kindly requested to complete the registration form available at the following link: <https://shorturl.at/mUhxB>. Upon receipt of the completed registration form, coordinators will promptly issue a confirmation letter along with an invoice number.

The registration fee is set at USD 350, which covers all services except hotel accommodation. Alternatively, a reduced fee of USD 280 is available, excluding hotel accommodation, the technical tour, and transfer services to and from airport.

Please ensure timely submission of your registration to facilitate smooth processing.

12. Payment

Participants may choose to settle their registration fees via one of the following payment methods: cash payment upon arrival in Ulaanbaatar, online payment using a credit card, or bank transfer.

Cash Payment: Participants are requested to provide their credit card information in advance, upon which an invoice will be issued. Payment by cash can then be made upon arrival in Mongolia.

Online Payment: Upon selecting the participation option, an invoice number will be provided. Participants may complete the payment at <https://www.mto.mn/payment>. Please note that applicable bank charges will be added to the amount.

Bank Transfer: Participants may also remit the registration fee directly to our bank account. The relevant banking details are provided below.

Beneficiary's name: Mongolia Tourism Organization

Beneficiary's account number: MN100015002025173183

Beneficiary's bank: GOLOMT BANK OF MONGOLIA, SWIFT code: GLMTMNUB

Correspondent bank of Beneficiary's bank: OCBC BANK, Singapore

SWIFT code: OCBCSGSG

Beneficiary bank account number with the Correspondent bank: USD 503-474157-301

13. Cancellation policy

Cancellation fee	Duration
No refund	14 days prior
30%	15-21 days
50%	22-30 days
100%	31 days and above

14. Forum Coordinators

<p style="text-align: center;">MONGOLIA TOURISM ORGANIZATION</p> <p>Munkhjargal Myagmardor (Mrs) Manager of International Relations department #503, 5th floor, Ochir Center, Olympic Street, 1st khoroo, Sukhbaatar District, 14001 Ulaanbaatar, Mongolia. Tel: +976-77128822 Email: training.mto2@gmail.com</p>	<p style="text-align: center;">THE HONG KONG POLYTECHNIC UNIVERSITY</p> <p>Jinah Park (Dr) School of Hotel and Tourism Management The Hong Kong Polytechnic University 17 Science Museum Road, TST East, Kowloon, Hong Kong SAR, PRC Tel.: (852) 3400 2279 Fax: (852) 2362 9362 Email: jinah.park@polyu.edu.hk</p>
	<p style="text-align: center;">THE HONG KONG POLYTECHNIC UNIVERSITY</p> <p>Professor Tony Tse Professor of Practice, School of Hotel and Tourism Management, The Hong Kong Polytechnic University Email: tony.tse@polyu.edu.hk</p>

Feel free to contact us if you have enquiries regarding the Forum.

For hotel reservations and airport transfers, please contact **Mrs Munkhjargal Myagmardorj (Mona)** using the details provided above.

15. Paper submission

Please send your paper submission to Dr Jinah Park, Assistant Professor, School of Hotel & Tourism Management, The Hong Kong Polytechnic University: jinah.park@polyu.edu.hk.

Schedule

Activity	Date
Call for submission	1 February 2025
Deadline for submission of abstracts	1 December 2025
Deadline for submission of full papers	1 February 2026
Announcement of accepted submissions	1 March 2026

16. Official Languages

The official languages of the Forum will be English and Mongolian. Interpreters will carry out simultaneous interpretation from Mongolian into English and vice versa.

17. Technical Tour

A technical tour (Gorkhi Terej NP) will be held after the Forum, organized by the Mongolian Tourism Organization on 14th of June 2026.

18. Social Programme

An Opening Ceremony and Welcome Dinner will be hosted by all the participants.

19. General Information on the Ulaanbaatar, the capital city of Mongolia

Ulaanbaatar, capital and largest city of Mongolia. It is situated on the Tuul River on a windswept plateau at an elevation of 1,350 meters. The city originated as a seasonal migratory abode of the Mongolian princes and in 1639 finally attained permanence on the present site with Ulaanbaatar is the main industrial center of Mongolia. An industrial complex produces a variety of consumer goods. In 1921 it was occupied by troops of Mongolia's revolutionary leader, Sukhbaatar Damdin, and his army. When Mongolia was declared a people's republic in 1924, the city was renamed Ulaanbaatar, which means a "Red Hero." Population of Ulaanbaatar city is 1.6 million and is a city of stunning contrasts, blending of modern life with traditional nomadic lifestyle.

Tourism resources:

Ulaanbaatar tourism offers a mix of cultural immersion and natural beauty, with popular attractions including the Gandan Monastery, one of the city's most significant Buddhist centers, the historic Sukhbaatar Square, Parliament House and the Chinggis Khaan Statue at the central square, the

Chinggis Khaan Museum, the Bogd Khaan Palace Museum, and the National Museum of Mongolia. Visitors can also explore the nearby Gorkhi-Terelj National Park for stunning landscapes located only 55 km from the city or enjoy traditional folklore performances and shopping at local bazaar named Narantuul Market. For those interested in panoramic views, the Zaisan Memorial provides a breathtaking overlook of Ulaanbaatar. In addition, the venue's central location makes it effortless to explore nearby restaurants, shops, and historic landmarks, offering both professional excellence and enriching local experiences.

Transportation: Chinggis Khaan airport is the sole international airport of Mongolia and operate flights from Ulaanbaatar to 27 international destinations along with scheduled flights. There are also charter flights to Phu Quoc, Da Nang, Ho Chi Minh, Jeju, Dalian, Changsha, Kuala Lumpur/Sepang and Vladivostok.

After your arrival in Ulaanbaatar, you can have the possibility of reaching the hotel.

1. Shuttle bus from airport to center of Ulaanbaatar
2. Airport transfer service from forum
3. Taxi service
4. Rent a car