



VISITORS GUIDE

Coherent GmbH Training Center

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GERMANY

Coherent GmbH
Hans-Böckler-Strasse 12
D - 37079 Göttingen, Germany

Tel.: +49 (551) 6938-0
Fax: +49 (551) 68691
eMail: salesgermanyGTG@coherent.com

U.S.A.

Coherent Inc.
5100 Patrick Henry Drive
Santa Clara, CA 95054 USA

Tel.: +1 (408) 764-4000
Fax: +1 (408) 764-4800
eMail: tech.sales@coherent.com

JAPAN

Coherent Japan Office
Tokyo MK Building
7-2-14 Toyo, Koto-Ku, Tokyo
135-0016, Japan

Tel.: +81 (3) 5635-8700
Fax: +81 (3) 5635-8701
Internet: <http://www.coherent.co.jp>

KOREA

Coherent Asia Korea
Eagle Town 1F,5F, 278-20,1
Seongsu 2ga-3 dong Seongdong-Gu,
Seoul, 133-832, Korea

Tel.: +82 (2) 460-7900
Fax: +82 (2) 460-7901

Internet: <http://www.coherent.com>

TABLE OF CONTENTS

1	TRAVEL	1
1.1	Frankfurt Airport	1
1.2	Rail Travel	2
1.3	Transport Within Göttingen	3
1.4	Travel By Car	4
1.4.1	Directions to Coherent GmbH	4
1.4.2	Driving Conditions and Traffic Regulations	6
1.4.3	At the Service Station	7
2	ACCOMODATION	9
2.1	Hotels	9
2.2	Laundry Facilities	10
2.3	Telephones	12
2.4	Television	12
2.5	Email / Internet Access	12
3	COHERENT GÖTTINGEN TRAINING CENTER	13
3.1	Training Classes / Training Schedule	13
3.2	Lunch / Use of the Cafeteria	14
4	LEISURE TIME ACTIVITIES	15
4.1	Tourist Information	15
4.2	Restaurants	16
4.3	Pubs and Clubs	16
4.4	Shopping	17
4.5	Fitness and Health	17

5	IMPORTANT INFORMATION	19
5.1	Cellphones	19
5.2	Cinemas / Movies / DVDs	19
5.3	Credit Cards	19
5.4	Downtown Area	20
5.5	Electrical Appliances	20
5.6	Local Time in Germany	20
5.7	Medical Services	21
5.8	Opening Hours	21
5.9	Reading Material	21
5.10	Taxes (Value Added Tax)	21
5.11	Tips (Gratuities)	22
5.12	Weather	22
6	APPENDIX	23
6.1	Taxicab / Train Reservations	23
6.2	Reader Feedback	23
	LIST OF FIGURES	25
	INDEX	27

1

TRAVEL

1.1

Frankfurt Airport

Usually you will arrive in Germany at the Frankfurt Rhein-Main International Airport (airport code FRA). Before leaving home, check the Frankfurt Airport home page (<http://www.frankfurt-airport.de>) for detailed information about arrival at Frankfurt Airport. An up-to-date printable map of the airport terminals can be downloaded from this web site.

After leaving the plane, proceed through passport control, baggage claims and customs. Note that in both the passport control and the customs areas there are desks for EU-citizens (citizens of member states of the European Union) and Non-EU citizens. Make sure that, in each case, you get in line for the correct desk.

After clearing customs, proceed to the appropriate train station or car rental desk to continue your journey to Göttingen.

Figure 1 shows the location of the long distance railstation at the airport as well the main highways around the airport in relation to the airport terminal buildings.

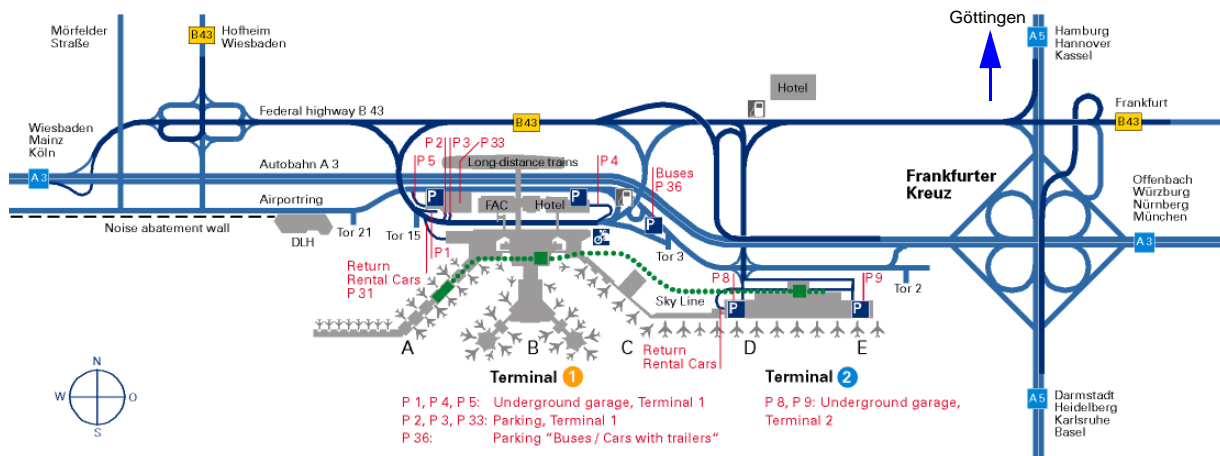


Figure 1: Plan of Frankfurt Rhein-Main International Airport

- If you are continuing your journey by rail, please refer to Sections 1.2 and 1.3.
- If you are continuing your journey by car, please refer to Section 1.4.

1.2 Rail Travel

The easiest way of travelling from Frankfurt Airport to Göttingen is to take a high-speed train (ICE). Depending on the connection, the high-speed train will either depart from the long-distance train station below the airport (Frankfurt Flughafen Fernbahnhof) or from Frankfurt Central Station (Frankfurt Hbf). In both cases, a ticket can be purchased at the “Deutsche Bahn” desk in the airport. A one-way ticket from Frankfurt Airport to Göttingen costs approx. € 60.00. The journey from Frankfurt to Göttingen takes approx. 2 hours

Take into account that high-speed trains are usually very full. It is, therefore always advisable to reserve a seat for your journey (Sitzplatzreservierung). This has to be done before boarding the train. The Deutsche Bahn claims that reservations can be made up to 10 minutes before departure of the train. There is a nominal charge (approx. € 4.00) for this service.

Before proceeding to the rail station, check your rail travel documents to see which station your train will be departing from and if you have a seat reservation.

- If your train is departing from *Frankfurt Flughafen Fernbahnhof*, follow the signs for long-distance trains (Fernbahnhof). Check to see which track (platform) your train will be leaving from and take the appropriate escalator down to the track.
- If your train is departing from *Frankfurt Flughafen Regionalbahnhof*, you will need to take a subway train from the airport to Frankfurt Central Station (Frankfurt HbF) to board the high-speed train. At the airport, follow the signs for local trains (Regionalbahnhof). After getting out of the subway train at Frankfurt HbF take an escalator or elevator up to the main station area. Check your ticket for the number and departure time of your train and look on the yellow departure boards or the overhead display to see which track your train will be departing from.

After finding the correct track, check your reservation to find out the number of the car and seat that you will be travelling in. An indicator board at the side of the track and letters above the platform will help you find the area of the platform that your car will leave from.

If you do not have a reservation, you are not guaranteed a seat. Try to find a non-reserved seat after boarding the train. The reservations are clearly indicated by a white card or electronic display above the seat.

The ICE high-speed train has a restaurant car, although the prices are generally higher than at down-town cafes or snack bars.

Each train stop will be announced in good-time through the train’s intercom. Timetables can usually be found near to your seat.

1.3 Transport Within Göttingen

When you have arrived at Göttingen rail station, take the ramp or elevator down to the mall below the tracks. Taxicabs are waiting at the taxi stands at the front and rear entrance of the station.

Take a taxicab to either the hotel or directly to Coherent. When paying, round up the fare to the next highest Euro for the driver's tip. A 10 % tip on taxi fares is not customary in Germany.

The Clarion hotel offers a free shuttle service between the hotel and Coherent. If you wish to use this service, inform the hotel reception at least one day in advance.

Göttingen has a very good omnibus network. A plan of this network (Netzplan) can be downloaded as a PDF file from the bus company's home page (<http://www.goevb.de>). Tickets (Fahrkarten) for a single journey are bought directly from the bus driver. The price for a bus journey within Göttingen is the same regardless of the number of stops or buses used within a period of one hour from purchasing the ticket. A single bus ride costs approx. €2.00. For frequent use of the bus, packs containing four tickets (approx. €6.50), 24 hour tickets (approx. €4.50), weekly tickets (approx. €14.00) and monthly tickets (approx. €40.00) can be bought from either the bus driver or at agents throughout Göttingen (e.g. from the Tourist Office, see Section 4.1 on page 15). If you buy a pack of four tickets, you have to frank each ticket to validate it when entering the bus. Take into account that ticket inspectors can demand an on-the-spot fine of at least €40.00 for travelling on a bus or train without a valid ticket.

The bus lines 8 (going to Grone Nord) and 13 (going to Elliehausen) will take you within easy walking distance of both Coherent factories. If you are travelling with a number 13 bus, get out at Otto-Brenner-Straße. The nearest stop on the number 8 route is Gustav-Bielefeld-Straße. To request the bus to stop, simply push one of the red buttons in the bus, when the name of your stop appears in the overhead display.

If you have any questions regarding transfer by taxicab or omnibus between your hotel and Coherent, please ask at the hotel reception.

1.4 Travel By Car

1.4.1 Directions to Coherent GmbH

After collecting your car from the rental company, join the Autobahn A3 going east in the direction of Frankfurter Kreuz, Offenbach, Würzburg, Nürnberg and München (see Figure 1 on page 1). At the Frankfurter Kreuz, leave the Autobahn A3 and join the Autobahn A5 going north in the direction of Hamburg, Hannover and Kassel. Keep following the signs for Hamburg, Hannover and Kassel, these will finally guide you onto the Autobahn A7 (see Figure 2).



Figure 2: From the Airport to Göttingen by road

Leave the Autobahn A7 at the Göttingen/Dransfeld exit, turn right towards Göttingen and then take a left turn at the 2nd set of traffic lights (you will see the Kaufpark shopping mall on your left and the Westmöbel furniture store on your right). Follow the road until the third set of traffic lights, where you will see Toyota and Peugeot car dealers on your left. Take a left turn into the Hans-Böckler Straße. In general all visitors are to report to the Werk I building which is on the left-side of the road. There is adequate parking space at the parking lot which you can drive onto after passing the Coherent GmbH Werk I building.

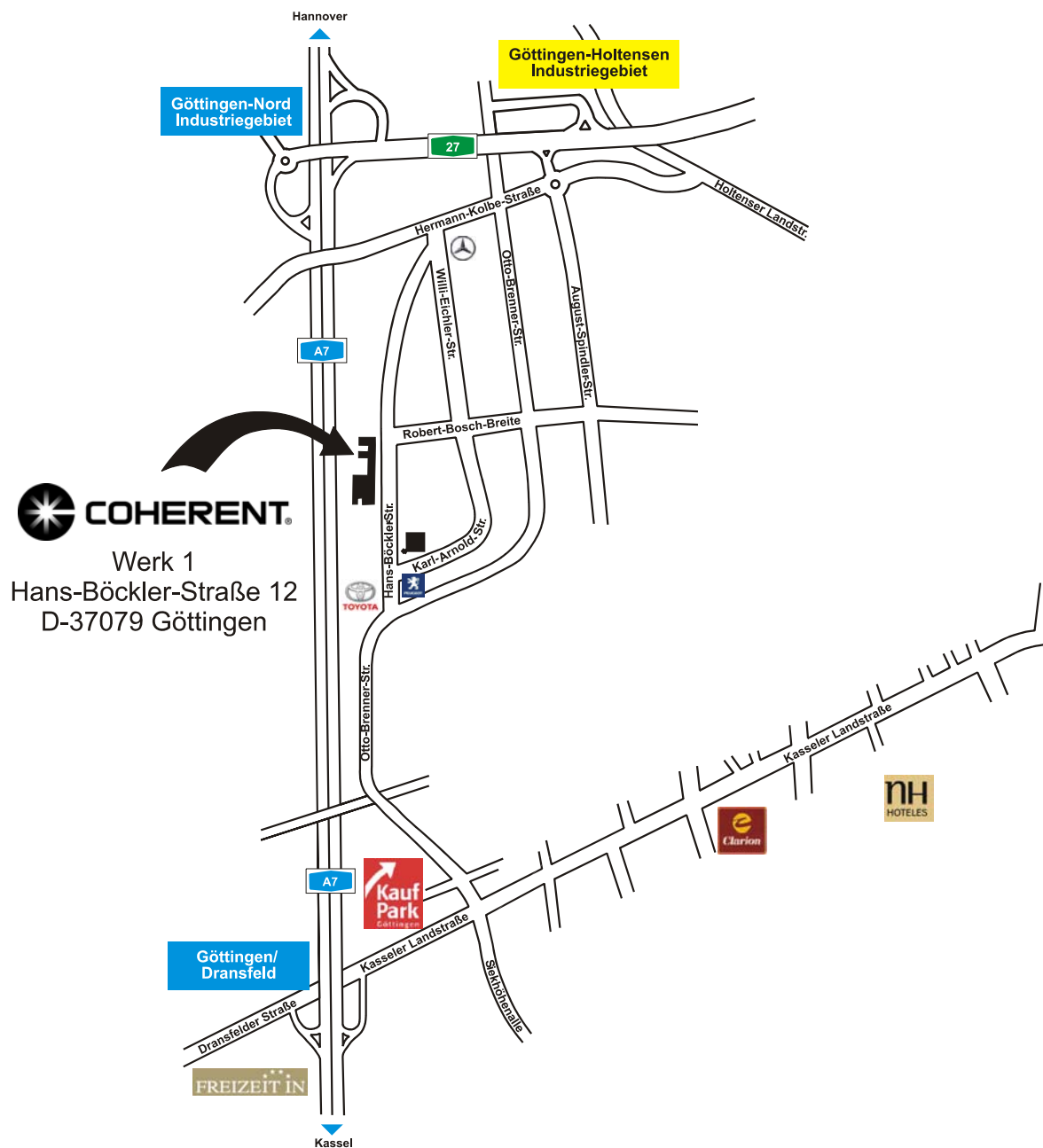


Figure 3: From the Autobahn to Coherent Göttingen and the hotels

1.4.2

Driving Conditions and Traffic Regulations

While in a foreign country, you may encounter road conditions that differ significantly from those that you are use to at home. The information in this section concerning driving in Germany is provided for general reference only, and may not be totally accurate in a particular location or circumstance.

The U.S. consulate classifies road conditions in Germany as excellent. Nevertheless, the high speed permitted on the German autobahn, weather, and unfamiliar road markings can pose significant hazards. Consequently, driver error is a leading cause of accidents involving foreign motorists in Germany. Rules on right-of-way differ significantly from, for instance, those in the U.S. It is generally illegal in Germany to pass vehicles from the right. Unless you are passing another vehicle, always remain in the right lane. Right turns on red are generally not permitted in Germany, unless there is a green arrow on the lights. When turning at lights, take into account that pedestrians have priority if they also have a green light.

The threshold for determining whether a person has been driving under the influence of alcohol is lower than a number of other countries and states. Drivers are also reminded to watch out for bicycles, especially when turning right. Bicycles are far more numerous on German city streets than, for instance, in the U.S. and generally have the right of way over motor vehicles. The use of cellphones while driving is prohibited in Germany.

Please also note that railroad crossings are differently marked in Germany than, for instance, in the U.S. There have been several accidents involving Americans in recent years at railroad crossings. In addition to the standard crossbuck (X-shaped) sign, railroad crossings are often marked by signal lights. Signal lights flash only when a train is approaching. Regardless of the color of the light, a flashing light at a railroad crossing means that a train is approaching and that all vehicles should stop.

Beware of enforcement cameras. Germany probably uses such cameras more than anyone else. Automatic cameras are stationed to catch speeders and red-light violators. Sometimes an obscure sign will warn you of the existence of such a camera, but it's usually too late by then. The tickets are mailed to the registered owner of the vehicle within a few weeks. If you're driving a rental car, the ticket will go to the rental agency. They, in turn, will report you to the police as the driver of the vehicle and will forward the ticket to you. Coherent GmbH will proceed similarly, if you commit a traffic offence while driving a company vehicle.

The police are allowed to collect heavy on the spot fines for traffic offenses. You should not worry about paying fines on the spot; the German police are very professional, and corruption is very rare.

The information in this section is not a comprehensive list. We suggest that you obtain further information about driving in Germany (e.g. from the web site <http://www.usembassy.de/services/>) before leaving home.

1.4.3

At the Service Station

Ensure that you fill the car with the correct fuel. An ever increasing number of cars in Germany (including most Coherent GmbH company vehicles) require Diesel fuel. If you fill gasoline into a car that requires Diesel, or vice-versa, you will cause serious damage to the engine. Diesel is marked on the pumps in black or red and gasoline (known in Germany as *Benzin*) in green.

If the car that you are using runs on gasoline, make sure that the fuel has the octane rating indicated in the owner's manual for the car or the sticker by the filler cap:

- *Benzin* indicates 92 octane fuel,
- *Super Benzin* indicates 95 octane fuel,
- *Super Plus Benzin* indicates 98 octane fuel.

Most service stations in Germany are self-service. Usually you can immediately start to fill the car as soon as you have selected the required type of fuel. You do not need to approach the cashier until payment is required.

Take into account that not all service stations accept credit cards. If your credit card is not displayed on the sign outside, assume that it will not be accepted. All prices on the pumps are indicated in cents per liter.

2

ACCOMODATION

2.1

Hotels

This section provides a list of where to stay when visiting Coherent GmbH in Göttingen. For exact details of the facilities in each hotel room and accomodation arrangements, please contact the respective hotel. Special requests such as internet access in the hotel room, will need to be clarified prior to booking.

Coherent GmbH has arranged special rates with the following hotels in Göttingen:

Name	NH Hotel
Address	Kasseler Landstraße 25c 37081 Göttingen
Telephone	+49 551 90050
Telefax	+49 551 9005400
Email	reservation.nhgoettingen@nh-hotels.com
Internet	http://www.nh-hotels.com

Name	Clarion Hotel
Address	Kasseler Landstraße 45 37081 Göttingen
Telephone	+49 551 9020
Telefax	+49 551 902166
Email	info@clarion-hotel.de
Internet	http://www.clarion-hotel.de

Name	Eden Hotel
Address	Reinhäuser Landstr. 22 a 37083 Göttingen
Telephone	+49 551 507200
Telefax	+49 551 5072111
Email	info@eden-hotel.de
Internet	http://www.eden-hotel.de

Name	Freizeit In
Address	Dransfelder Str. 3 37079 Göttingen
Telephone	+49 551 90010
Telefax	+49 551 9001100
Internet	http://www.freizeit-in.de

When booking a room at any of the above hotels, please state that you are visiting Coherent GmbH.

The NH Hotel, Clarion Hotel and Freizeit In are situated near to the Coherent factories and the Autobahn exit. The exact locations are indicated in Figure 3 on page 5.

The Eden Hotel is located near to the city center.

2.2 Laundry Facilities

None of the hotels listed in Section 2.1 offer laundry facilities. You can do your laundering at the following self-service laundries:

Name	McCleane
Address	Hannoversche Straße 53a
Telephone	(0551) 383660

Name	SB-Waschsalon
Address	Goßlerstrasse 61
Telephone	(0551) 300784

Figure 4 shows the location of the laundries in relation to the downtown area of Göttingen. The bus lines 2, 3 and 14 serve the Hannoversche Straße: McCleane is situated between the stops "Grüner Weg" and "An der Lutter". The bus lines 5, 10 and 12 serve the Goßlerstrasse: SB-Waschsalon is situated near to the stop "Christopherusweg".

The cost of washing and drying is approx. €3.00.

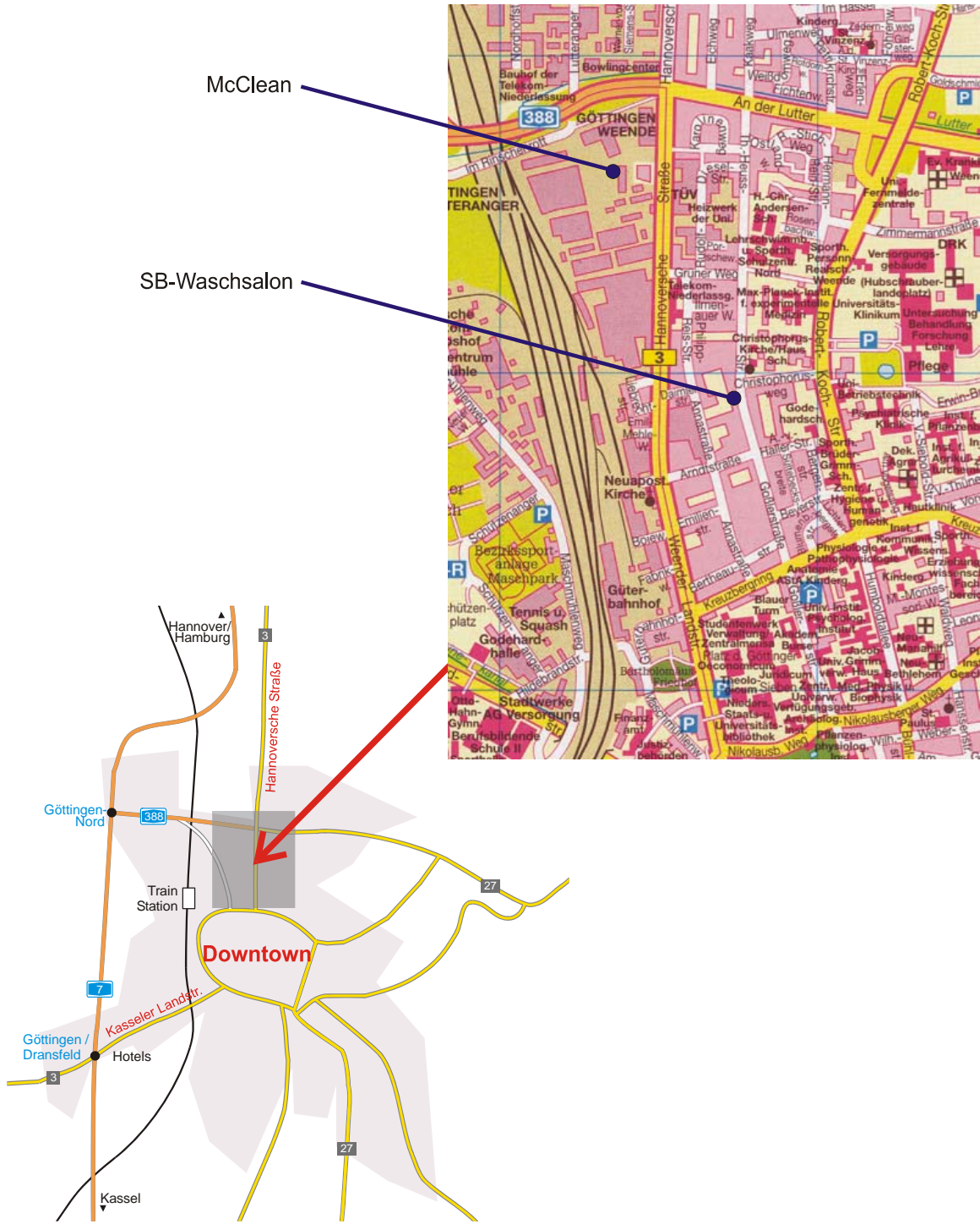


Figure 4: Self-service laundries in Göttingen

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2.3 Telephones

Most hotel rooms have a telephone. Take into account that all calls from these phones, including local calls, are charged. There are no free local calls in Germany.

It is possible to call 800 or 888 toll-free numbers in the USA and Canada from Germany. But such calls from Germany are NOT toll-free. The caller still has to pay international call charges. A recorded announcement in English will warn you of the charges before the call is completed. Each phone company does, however, have its own toll-free number in Germany. Simply dial that number to reach a US operator or direct dial to anywhere you wish to call. You can charge the call to your phone card or call collect. Please contact your phone company for further information before leaving home. The number for AT&T in Germany is 0800 225 52 88.

In Germany most pay phones don't require or enable a coin deposit. Instead a smart telephone card (Telefonkarte) has to be used. This has a built-in memory chip that contains the monetary value of the card and remembers how much has been used. Telephone cards are sold at post offices in various denominations.

2.4 Television

The cable television network in Göttingen has three English language channels: BBC World, CNN International and NBC. All other channels, including international channels such as MTV and Eurosport are transmitted in German, although MTV will often transmit their late evening programs in English with German subtitles. In general, however, all programs shown on German language channels (including US, British and Australian produced movies, serials, shows and documentaries) are broadcast in German without subtitles.

2.5 Email / Internet Access

Unless specifically requested when booking, there is no internet access in the hotel room. You can download emails in the training department at Coherent GmbH. Alternatively, there is an internet cafe (Computerwerk) at Düsterstraße 20, which is at the Southern edge of the pedestrian zone in downtown Göttingen (see Figure 5 on page 15). 30 minutes of online time costs approx. €2.00.

3

COHERENT GÖTTINGEN TRAINING CENTER

3.1

Training Classes / Training Schedule

Your contact person in the Training Department at Coherent GmbH is the Training Administrator. They will be pleased to help you with any questions you might have during your stay.

Unless otherwise arranged with the Training Administrator or your instructor, initially report to the reception area of Werk I. For security reasons, the outside doors to the building are locked at all times. If you do not have the appropriate chip card, use the doorbell in the main entrance foyer to enter the building.

The seminar rooms for the training classes are situated on the lower floor of the training wing in Werk I. Each seminar room is clearly labeled with the name of the instructor taking the class or name of the group being instructed. For practical training, your instructor will show you to the appropriate laser device which is situated in a closed-off booth at the edge of the production/testing area in Werk I.

For customers, training hours are 9 am - 5 pm, Monday through Friday. The lunch break is from 1 pm to 2 pm (for further information, see Section 3.2). There will also be a short break of approx. 10 minutes at a convenient time during the morning and afternoon classes.

As we encourage hands-on training during the class, it is advisable to wear comfortable casual clothes (e.g. T-shirt, sweat shirt, jeans etc.)

Each Friday you will take a written test to check the skills that you have learned during the week. The maximum achievable score is 100 %. If you score below 75 %, you have not passed the test and will either have to retake it or repeat the training course (your supervisor will decide on this issue). After you have passed the test you will receive a certificate acknowledging your skills and participation.

3.2 Lunch / Use of the Cafeteria

Lunch will be taken in the visitors section of the Cafeteria. The menu will be chosen in consultation with the trainees and be ordered by the instructor or Training Administrator. The cost of the lunch will be covered by Coherent GmbH. Each instructor will look after their trainees during the lunch break. On special request, vegetarian meals can also be provided.

Hot drinks (coffee, cappuccino, hot chocolate etc.) and bottled soda drinks (CocaCola, Fanta etc.) can be bought from the appropriate vending machines. Empty bottles are to be returned to the crates next to the soda vending machine.

4

LEISURE TIME ACTIVITIES

Göttingen is a university city offering a wide selection of things to see and do during the evening and at weekends.

4.1

Tourist Information

For up-to-date information about what to see and do in and around Göttingen, please visit a Tourist Information office. These are located at Markt 9 near to the Altes Rathaus (old city hall) and in the round building on the Berliner Straße near to the train station. The exact locations of both these offices are shown in Figure 5.



Figure 5: Tourist information offices in Göttingen

4.2 Restaurants

Göttingen has a wide variety of restaurants. In addition to traditional German food, you can also enjoy Asian, Greek, Italian, Turkish/Arabic and Spanish/South American cooking. An up-to-date list of restaurants can be found by following the links on the English language pages of the tourist information web site (<http://www.goettingen-tourismus.de>).

4.3 Pubs and Clubs

Figure 6 shows the locations of some of the most popular spots for an evening out in Göttingen.

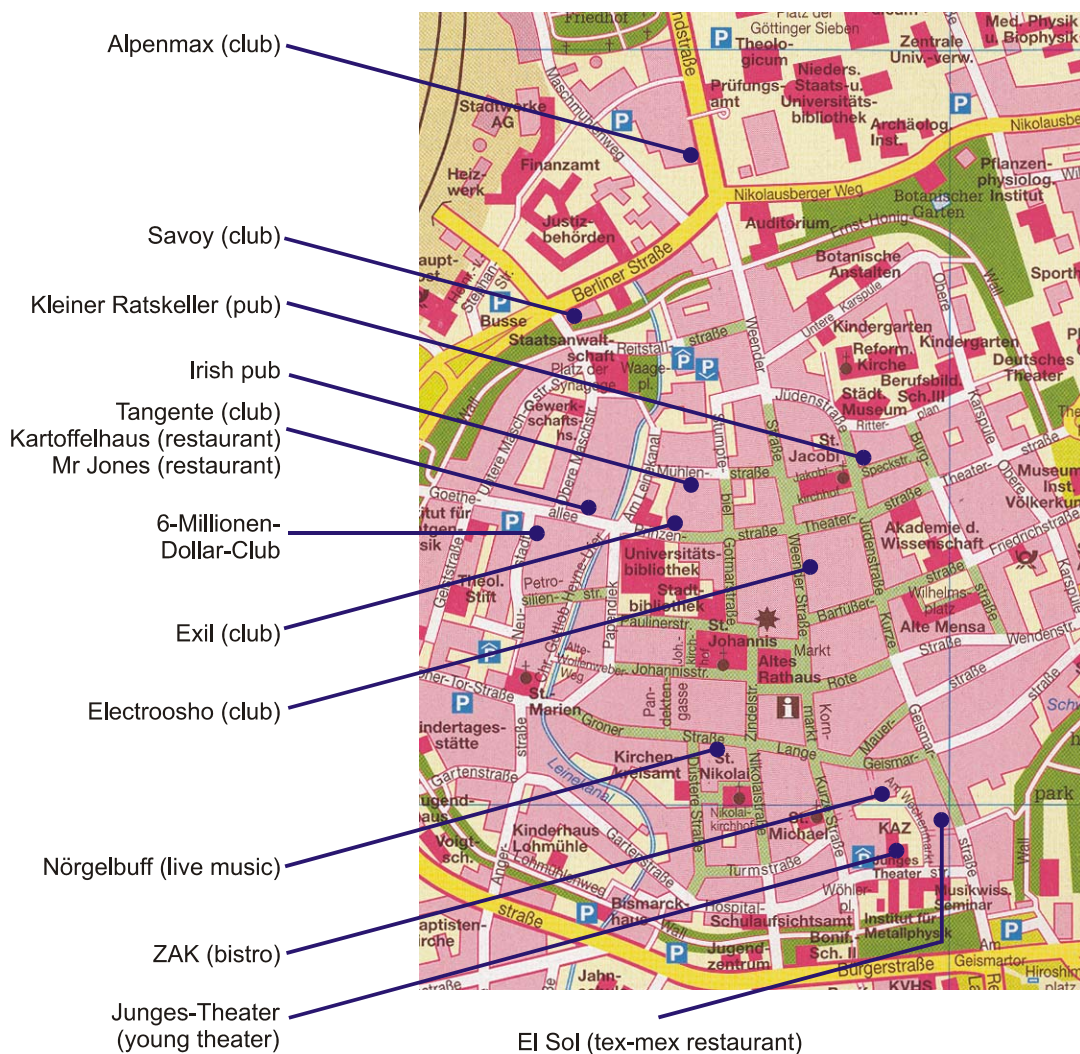


Figure 6: Popular pubs and clubs in downtown Göttingen

An up-to-date list of cafes and bars as well as clubs and discotheques can be found by following the links "Enjoy" and "Wining and Dining" on the tourist information web site (<http://www.goettingen-tourismus.de>).

4.4 Shopping

There are a wide range of shops and boutiques in the pedestrian zone in downtown Göttingen (see Figure 6). These range from the Karstadt department store (Groner-Straße) through branches of retail chains such as New Yorker and H&M (both in Weender-Straße) to a number of local specialist shops. In the Carree shopping mall at the corner of Weender-Straße and Mühlen-Straße you will find a large photo and electrical department store (Saturn-Hansa).

In addition to the shops in the downtown area, there is also a shopping mall (Kaufpark) situated near to the Coherent buildings and the hotels on the Kasseler-Landstraße (for exact location, see Figure 3 on page 5). There is ample parking space on the free parking lot at this mall.

If you want a larger selection of shops, you can take a 30 minute journey on the high-speed train (ICE) into Hannover (a standard ticket costs approx. €35.00 each way). The central station (Hannover Hbf) is located within short walking distance of the pedestrian zone. Note that special offers for the train fare are available for early bookings or if more than one person is travelling (see Section 6.1 on page 23).

For more information about the downtown area of Göttingen, opening hours and the use of credit cards etc., please refer to Section 5. Particularly also note the information about DVDs and electrical appliances in Section 5.2 and Section 5.5.

4.5 Fitness and Health

There are various gyms around Göttingen that are situated in larger hotels or privately owned clubs (fitness centers). Please ask the Training Administrator for up-to-date details.

In the summer months, there are three open-air swimming pools in Göttingen (Am Brauweg, Weende and Grone). Additionally there is the Badeparadies Eiswiese (Windausweg 6, <http://www.badeparadies.de>) which is open until 10.30 pm every day, all the year round. This offers fresh water swimming pools, salt water swimming pools and various saunas as well restaurants and snack bars. You pay according to how long you want to stay and which of the facilities you want to use. Prices for the fresh water swimming pool alone range from approx. €3.50 for one hour up to €8.50 for all day. A one day ticket to use all facilities costs approx. €16.00.

LEISURE TIME ACTIVITIES

5 IMPORTANT INFORMATION

5.1 Cellphones

The cellphone network in Germany uses the GSM standard (Global System for Mobile communications). This means that standard PDC, CDMA and TDMA cellphones (e.g. cellphones from the US, Canada or South Korea) cannot be used in Germany. You will, therefore, need to either rent a GSM cellphone from your phone company for the duration of your visit or buy a multi-band GSM cellphone. In both cases, you may be able to use your existing SIM card so that you can retain your home mobile phone number during your visit. Contact your phone company in good time before leaving for further information.

5.2 Cinemas / Movies / DVDs

In general, all movies shown at major cinemas in Germany (e.g. the Cinemaxx and Capitol in Göttingen) will be dubbed into German. Don't be fooled when a cinema displays the original English title of a Hollywood production. The film title is often not translated, but the film itself will be! An exception to this are some of the films shown at smaller specialist cinemas such as the Lumiere (Geismarlandstraße 19, <http://www.lumiere.de>). These cinemas like to show alternative (non-mainstream) films from around the world in the original language with subtitles (this can be recognized by the description OmU next to the film title).

A large selection of movie DVDs are on offer, often at very competitive prices, at the stores in downtown Göttingen. These often offer a choice of languages including English. Before buying, take into account that these DVDs are set for regional code 2 DVD players with the PAL (not NTSC) display system.

5.3 Credit Cards

As already indicated in Section 1.4.3, credit cards are not as widely accepted in Germany as in the US or other European countries. Unless a shop, service station or restaurant displays a sign indicating that it accepts a specific credit card, assume that the card is not accepted.

5.4 Downtown Area

The downtown area of Göttingen contains a large selection of stores, restaurants and bars etc. Take into account that cars are strictly prohibited in the pedestrian zone at all times of day, every day of the week. Also note the opening hours of the park garages: some may close soon after the shops close. The locations of the parking lots and park garages near the pedestrian zone are indicated in Figure 5 on page 15.

Most of the bus lines in Göttingen will also take you into the downtown area. If you are travelling with a number 8 or 13 bus from Coherent or a number 3 or 5 bus from the hotel, it is best to get out at Kornmarkt. If you take a number 4 bus from the hotel, you will need to get out at Weender-Straße. The best stop for taking the bus back is Markt. Take into account that the frequency of the buses gets less during the evening and at Weekends.

Göttingen, like many university cities in Europe, has a large number of cyclists. Therefore you should not only be aware of bicycles when driving (see Section 1.4.2 on page 6) but also when walking. Even in the crowded downtown area, cyclists often move fast without due regard to pedestrians and sometimes ride without adequate lighting. Make sure that you don't walk along a designated cycle lane (which may appear part of the sidewalk) and take care when crossing the road or a cycle lane.

5.5 Electrical Appliances

The mains voltage at wall sockets throughout the European Union has been standardized at 230 V. This means that if you have brought appliances (such as razors or hair dryers) from overseas you will need to select the correct voltage on the appliance before plugging it in. Conversely, any electrical goods that you buy in Germany may not run on the mains voltages at home.

5.6 Local Time in Germany

The local time in Göttingen (Central European Time) is six hours ahead of Eastern US Time, one hour ahead of GMT (Greenwich Mean Time) and eight hours behind Japan Standard Time.

5.7 Medical Services

If you become sick during your stay, inform the Training Administrator. They will provide you with further information and directions to the company doctor.

At weekends, there is always at least one general practitioner and one pharmacy in the area on permanent duty. If necessary, contact the hotel receptionist for further details.

5.8 Opening Hours

Except for service stations, bars and restaurants etc., all shops are closed all day Sunday. During the week, shops close at 7 pm or 8 pm and on Saturdays they close at 4 pm or 6 pm (depending on the store).

Bank opening hours differ. Most banks are closed throughout the weekend as well during some afternoons. Therefore, ensure that you have sufficient European currency with you. ATMs are widely available in downtown Göttingen.

5.9 Reading Material

A limited number of English language magazines, newspapers and books are available at the larger news stores in or near the train station (e.g. Vaternahm next to the DB-Reisezentrum). Also, the larger book stores in downtown Göttingen often offer a small selection of English books. The cover price of newspapers, magazines and books is, however, far higher than at home. It is, therefore, advisable to bring adequate reading material with you.

5.10 Taxes (Value Added Tax)

All prices at retail sales outlets, service stations, bars, restaurants etc. include value added tax which is levied on the same basis, although at different rates, throughout the European Union. This means that in Europe the price marked on the product is the price that you will actually pay.

5.11 Tips (Gratuities)

Prices in restaurants, cafes and bars in Germany include all local taxes and a service charge. As with taxi fares (see Section 1.3 on page 3), it is customary to give the server a small gratuity in appreciation of good service. In this case, the amount of the bill is usually rounded up to the next highest Euro or other round amount and given to the waitress or waiter when paying the bill. There are no hard-and-fast rules regarding tipping, except to say that a gratuity of 10 to 15 % could cause embarrassment. Therefore, use your discretion and base the amount that you give on the quality of service and total amount of the bill. If you have to pay to a central cashier, indicate the amount of your tip when you pay the bill. The cashier will ensure that the server gets the tip.

If you decide to visit a hairdresser during your visit, a gratuity of approx. 10 % is expected.

5.12 Weather

The average maximum summer temperature in Göttingen is approx 23 °C (73 °F) although there may be peaks of up to 38 °C (100 °F). There is an average of between 6 and 7 hours of sunshine per day during the summer months.

The average minimum winter temperature in Göttingen is approx -2 °C (28 °F) although temperatures as low as -24 °C (-11 °F) have been recorded. There is an average of between 1 and 2 hours of sunshine per day during the winter months.

Throughout the year, there are between 9 and 12 days per month with more than 1 mm (0.04 inches) of rainfall.

6

APPENDIX

6.1

Taxicab / Train Reservations

If you need a taxicab or would like to take a train and require more information or a seat reservation, please contact the reception desk.

6.2

Reader Feedback

This guide has been prepared to make sure that you have worthwhile and enjoyable stay with us at Coherent in Göttingen. We endeavor to make sure that it contains valuable and up-to-date information. If you find information that is incorrect or outdated, please inform the Training Administrator. Also get in touch if you feel that you have other information that will be beneficial to trainees or other persons visiting Coherent in Göttingen in the future.

LIST OF FIGURES

Figure 1:	Plan of Frankfurt Rhein-Main International Airport	1
Figure 2:	From the Airport to Göttingen by road	4
Figure 3:	From the Autobahn to Coherent Göttingen and the hotels	5
Figure 4:	Self-service laundries in Göttingen	11
Figure 5:	Tourist information offices in Göttingen	15
Figure 6:	Popular pubs and clubs in downtown Göttingen	16

LIST OF FIGURES

INDEX

B

Badeparadies Eiswiese	17
Benzin	7
Bicycles	6, 20
Books	21
Bus stop nearest to Coherent GmbH	3
Bus tickets	3

C

Cable television	12
Cellphones	6, 19
Central European Time	20
Cinemas	19
Clubs	16
Credit cards	7, 19

D

Department store	17
Deutsche Bahn	2
Diesel fuel	7
Doctor	21
Drink driving	6
Driving	6, 20
DVDs	19

E

Electrical appliances	20
Emails	12

F

Frankfurt Airport	1
Frankfurt Flughafen Fernbf	2
Frankfurt Flughafen Regionalbf	2
Frankfurt Hbf	2

G

Gasoline	7
Gratuities	22
GSM standard cellphones	19
Gyms	17

H

Hannover (Hanover) 17
 High-speed train 2, 17
 Hotel locations 5, 10
 Hotels offering special rates 9

I

ICE 2, 17
 Internet access 12
 Internet cafe 12

L

Laundry facilities 10
 Local time 20

M

Magazines 21
 Mains voltage 20
 Medical services 21
 Movies 19
 MTV 12

N

Newspapers 21

O

Omnibus network 3
 Opening hours 21

P

Pubs 16

R

Rail travel 2
 Railroad crossings 6
 Rainfall 22
 Restaurants 16
 Road conditions 6

S

Sauna 17
 Seat reservation in train 2
 Self-service laundries 10

Shopping	17
Shuttle service	
Clarion hotel	3
Super Benzin	7
Super Plus Benzin	7
Swimming	17

T

Taxes on goods	21
Taxicabs	3, 23
Telephone	12
Telephone cards	12
Television channels	12
Temperatures	22
Tickets for traffic violations	6
Tips (gratuities)	
Hairdresser	22
Restaurants and cafes	22
Taxi driver	3
Toll-free numbers	12
Tourist information offices	15
Traffic offenses	6
Train seat reservation	2, 23

V

Value added tax	21
-----------------------	----

W

Weather	22
---------------	----

