

Travel Guide Ansbach, Germany



February 2017

Table of Contents

Ansbach Site Office and Personnel Data	3
Arrivals and Departures	4
Departure from Nürnberg Airport	5
Primary Lodging: Hotel Gasthof Zur Windmühle	6
Secondary Lodging: USAG Ansbach	7
Post Access:	8
Classroom Facilities and Administrative Support at Ansbach	8
Transportation between Lodging and Classroom	9
In Case of Emergency while in Ansbach	10
Base Libraries	10

Advanced Programs Welcome Letter

Unit 28614 • APO AE 09177 • Phone 011-49-980-283-3325 • DSN 467-3325
apansbach@ou.edu

Greetings from Germany!

United States Army Garrison (USAG) Ansbach is located in the beautiful Franconia region, home to the 12th Combat Aviation Brigade. USAG Ansbach provides support services to military personnel and their families.

Ansbach is the capital of the district “Middle Franconia” and is located about 25 miles south west of Nürnberg in the northern part of Bavaria. The town has about 50,000 residents and is built along the Rezat River. I hope will be able to enjoy the beauty and charm of the Ansbach community. We are close to several popular tourist destinations. If you have time to visit some must see sights are Rothenburg, Colmburg Castle, Wurzburg, or the Romantic Road that will lead you to the Swiss Alps! Please visit this website for fun stuff off post, provided by the Garrison, for more travel options.

<http://www.ansbach.army.mil/documents/TreatsArtsandFunStuffOffPost.pdf>

If this is your first time in the Ansbach area, please take some time to review this travel guide. Your travel arrangements will be made in consultation with the Advanced Programs Travel Coordinator. If you have any questions or concerns prior to your arrival, do not hesitate to contact me. I look forward to meeting you and I hope that you will enjoy your teaching experience here in Ansbach!

Thank you,

Kellie Benson
Ansbach Assistant Site Director

Ansbach Site Office and Personnel Data

Assistant Site Director:

Kellie Benson apansbach@ou.edu

Assistant Site Director Phone:

CIV: 011-49-9802-95-7582

DSN: 467-3325

Civilian Address:

Army Education Center
Bldg 5817, Room 242
Ansbach/Katterbach, DE D-91522

APO Address (US Domestic Mail):

The University of Oklahoma Katterbach Education Center Unit 28614
APO AE 09177

Office Phone Numbers

From a commercial/civilian phone:

- Within United States 011-49-9802-95-7582
- Within Europe (Long distance access #) + 49-9802-95-7582
- Within Germany 09802-83-3325
- From a military/DSN phone (throughout Europe): 467-3325

OU Office Hours

Monday through Thursday: 0900-1530

Education Services Officer (ESO)

Currently unstaffed

Phone: (CIV) 09802-83-2378 (DSN) 467-2378

Advanced Programs Site Coordinator

Chad Manos

Phone: (405) 325-1959

E-mail: chad.manos@ou.edu

European Contract Support Office

Mailing Address

The University of Oklahoma
ATTN: (enter name)
CMR 469, General Delivery
APO, AE 09227

Street Address

The University of Oklahoma

Mannheimer Strasse 132
67657 Kaiserslautern, Germany

Contract Support Office Contacts:

Dr. Peggy Lerner, Director: apeudirector@ou.edu

Home phone: Included in travel documents

Taylor Austin, Assistant Director: apeuprograms@ou.edu

Teri Bonilla, Office Manager: apeuadmin@ou.edu

Office Phone (from United States) 011-49-631-750-07415

Office Phone (within Germany) 0631-75007415

Office Fax (49) 63175007416

Arrivals and Departures

Arrival at Nürnberg Airport

Disembarkation

Follow the signs for Baggage Claim (in English; also picture of baggage and *Gepäckausgabe* in German)

Passport Control

At the *Paßkontrolle* (Passport Control), get in the correct line for NON-European Community passengers; have your passport ready. It is rarely needed, but you should have your orders available.

Baggage Claim

Continue to follow the signs for Baggage Claim. An information board lists the arriving flights and the number of their baggage carousels.

Customs Clearance

After claiming your baggage, look for the Exit/Ausgang and Zoll/Customs signs. The Customs Clearance area has two lanes: Red and Green. Walk through the Green area, as you will have nothing to declare.

Shuttle Service to Base

Pick up your luggage and proceed out the glass doors and look for the sign with your name printed on it.

Rental Car

I will book a compact car with manual transmission for use during your stay. Please note that professors are not authorized to purchase fuel on post. Fuel must be purchased off post. You are authorized to receive reimbursement for gas in conjunction with your teaching-related mileage in the area. Most cars will already come equipped with a Navigation System that can be set to English.

You have several options available:

1. **Self pick-up:** Pick up the rental car from Nürnberg Airport Monday morning upon arrival and drive to Ansbach using directions supplied by Site Director. Drive to Nürnberg Airport on Sunday after class and drop off the car. Stay Sunday night in the Mövenpick Hotel adjacent to

the Nürnberg Airport. Or drive to the Airport Monday morning, if staying Sunday night in Ansbach.

2. **Guided self pick-up:** Meet Site Director at the Nürnberg Airport Monday morning. Pick up car from Nürnberg Airport and follow Site Director to Ansbach. Drive to Nürnberg Airport on Sunday after class and drop off the car. Stay Sunday night in Mövenpick Hotel adjacent to the Nürnberg Airport. Or drive to the Airport Monday morning, if staying Sunday night in Ansbach.
3. **On-post pick-up:** Meet Site Director at the Nürnberg Airport Monday morning and drive with the Site Director to Ansbach. Pick up car in Ansbach. Drop off car in Ansbach on Sunday after class and drive with the Site Director to Nürnberg. Stay Sunday night in Mövenpick Hotel adjacent to the Nürnberg
4. **On-post pick-up alternate:** Meet Site Director at the Nürnberg Airport Monday morning and drive with the Site Director to Ansbach. Pick up car in Ansbach. Drop off car in Ansbach on Sunday after class. Take the train from Ansbach to Nürnberg. The train ride is approximately 45 minutes, and once you reach the main Nürnberg terminal, you take the U2 subway line to connect directly with the Nuremberg Airport. I will help you purchase your train ticket if you prefer this option.

The accommodations and rental car arrangements described above have been proposed based on AP policy and local conditions to provide you the most comfortable visit to our area. Access and security issues, driving conditions and on-site needs were taken into consideration to the best of our ability. Should you require or prefer other arrangements, please contact us and the Travel Coordinator. Exceptions to these arrangements will require additional approval.

On your last night here, you can choose to stay at the Windmühl Hotel or have a room reserved at the Mövenpick hotel in Nurnberg. The Mövenpick is close to the airport. If you choose to have a room at the Mövenpick hotel, I will need credit card information to reserve the room. If you are not comfortable sharing your credit card information, the contact number for the hotel is: 49 + 00800-11211200. The website for the Mövenpick is <http://www.hotel.info/en/movenpick-hotel-nurnberg-airport/hotel-129592/>

To Change Money

Currency in Germany is the Euro (€). If you need Euro before you get to a bank in Ansbach, there are cash machines called *Geldautomats* they accept common credit cards. Geldautomats are located next to the post office between departure 1 and 2, as well as in the arrival area. Self-service money machines are also located in exchange offices and banks.

On Post you can use your debit card at the Community Bank without transaction fees (most other banks will charge \$2 or more per transaction). You are able to get American Dollars or Euro out of most ATM machines in Germany. The *Geldautomat* will charge an average of \$8 for American Dollar transactions, but you can get Euro for no extra transaction fee. Many German stores **do not** accept credit cards. You will find **some** that accept MasterCard.

Departure from Nürnberg Airport

Arrival by Shuttle Bus

There is no shuttle from the base to the airport.

Check-In

Information boards posted in the Departure Hall indicate the counter numbers for each airline. Have your ticket and passport ready. Proceed through security.

Primary Lodging: Hotel Gasthof Zur Windmühle

Location/Mailing

Address: Rummelsberger Strasse 1
91522 Ansbach

Phone:

- From US: 011-49-981-97200-0
- From Europe: +49-981-97200-0
- Within Germany: 0981-97200-0

Fax: Within Germany 0981-97200-199 (Request permission from hotel manager.)

Manager:

Helmut Sturm

Check-In Time:

1400 (2:00 pm); Check-Out Time: 1030 (10:30 am)

Late Arrival Possible:

If after 1800 (6:00 pm), notify hotel.

Room Assignment and Cost per Night:

- Single: €60-80
- Double: €85-102

Modes of Payment:

- Euros (€)
- VISA
- U.S. Cash
- American Express
- MasterCard/Eurocard

Beds in Typical Room Assignment:

Single room

Amenities in Typical Room Assignment

- Alarm clock
- Desk and chair
- Radio
- Television with local programs
- Telephone

Bathroom Facilities in Typical Room Assignment:

Private tub or shower, toilet and washbasin.

Electricity in Room:

220 volt only (transformer required for 110 volt appliances; plug adapter required for dual voltage appliances; standard European outlets/plugs).

Facilities in Zur Windmühle

- Restaurant (closed on Sunday)
- Breakfast (included in room cost)

Policies Regarding Accompanying Persons:

This is a private hotel. Military policies do not apply. All categories of accompanying persons may stay.

Secondary Lodging: USAG Ansbach**Location/Mailing Address:**

Army Lodging
Ansbach Brainard Hall
Urlas 91522 Ansbach

Phone:

- From US: 011-49-9802-83-7014
- From Europe: +49-9802-83-7014

Email:

http://www.armymwr.com/travel/lodging/lodging_locations.aspx#Ansbach

Check-In Time:

1400 (2:00 pm)

Check-Out Time:

1100 (11:00 am)

Late Arrival Possible:

If after 1800 (6:00 pm), notify hotel.

Room Assignment and Cost per Night:

- Standard Room: \$120
- Family Apartment: \$135
- Additional Person Fee (per night): \$7.50

Room assignments are not made until the night before check in. Family Apartments are reserved for PCSing families and may not be available.

Modes of Payment:

- VISA
- U.S. Cash
- American Express
- MasterCard

- Discover

Amenities in Typical Room Assignment

- 24-Hour Front Desk Attendant
- Sunrise Start Breakfast (Daily): 0700-1000
- Coffee and Tea in Lobby
- Alarm Clock
- AM/FM Radio
- High-Definition, Color TV
- DVD Players
- Wi-Fi
- High-Speed LAN Internet
- Microwave Oven
- Full Kitchen with Dishwasher in Family Apartments
- Movie Loan Program
- Coffee Maker
- Hairdryer
- Iron/Ironing Board
- Personal Care Items

Post Access:

Your access to bases within the Ansbach Military Community depends upon your passport, background check, and a military issued ID/privileges card. Proper identification is necessary for all on-base activity, such as buying groceries. **Keep your background check, passport, and privileges card on you at all times.** Please make sure you also have all these items for each family member traveling with you.

Privilege Card:

The privilege card is one of OU's contractual obligations. In addition to allowing access to the shopping areas on Post (the Shopette, the PX, the Commissary, etc.), the privilege card will authorize access to banking and health care facilities in the event of an emergency. This card will include a photo. Please bring an extra photo (approximate size 1"x1.5") it is smaller than a passport photo.

Classroom Facilities and Administrative Support at Ansbach

Please refer to the Advanced Programs Faculty Guide for an overview of the duties and responsibilities of OU Site Directors.

Classroom space is subject to change if the Education Center must accommodate a larger class.

Audio/Visual Support

- LCD Projector (OU owned)
- PC laptop and speakers (OU owned)

Materials and Supplies

Please return unused materials and supplies for the use of the next professor since supplies are limited.

Item	Availability
Overhead pens	Available from Site Director.
Overhead transparencies	Available from Site Director.
Dry erase board supplies	Available from Site Director.
Office supplies	Limited quantities are available from the Site Director.
Course materials	Faculty must bring their own texts and course materials.

Classroom Site:

Katterbach Kaserne Education Center

Location: Bldg 5817, 2nd floor

Distance from Hotel Zur Windmühle: 2.6 miles

Classroom Facilities

- Tables for students
- Maximum student capacity: 15 in smaller classroom, 30 in larger classroom
- Dry erase board
- Furniture may be moved if returned to original arrangement
- Radiators (adjustable)

Facilities near Classroom

Facility	Location
Men's & women's restrooms	Down the hall
Fast-food and drinks	Within walking distance

Building Security

Facility Administrator is responsible for building security, as well as locking and unlocking classroom doors. No food permitted within the Education Center. Drinks must have a screw-top lid.

Other Classroom Policies and Procedures

Room assignments are made by the Education Services Officer.

Instructor and students are responsible for the condition of the classroom. There is no cleaning contract for the classroom. Please keep the area clean.

Transportation between Lodging and Classroom

From Zur Windmühle (off-base lodging)

Transportation	Distance to classroom
Walking	Not advisable, no sidewalks
Rental car	10 minute drive
Taxi	10 minute ride
OU Site Director	Site Directors are available to provide transportation

In Case of Emergency while in Ansbach

Emergency Phone Numbers

Type of Assistance	Phone Numbers
Ambulance	Military: 116; Civilian: 09802-83-116
Fire	Military: 117; Civilian: 09802-83-117
German Police/Emergency	0981-909-4114
Military Police	114

Medical Facilities

Facility	Location/Information
US Military Health Clinic CIV 06371-9464-3600	Urlas Kaserne; Authorized use on a per visit charge; costs are usually reimbursable through stateside medical insurance.
Host Nation Hospital	Contact U.S. Military Hospital for referral. U.S. hospital has host nation liaison.

Dental Facilities

Facility	Location/Information
US Military Dental Clinic; CIV 06371-9464-3609/3700	Urlas Kaserne
Host Nation Dentist	Contact U.S. Military Dental Clinic for referral. U.S. clinic has host nation liaison.

Using your Medical/Dental Insurance

In most cases, outpatient visits must be paid in advance and bills submitted to insurance companies for reimbursement. In-patient care is billed directly to the insurance company; no advanced payment is necessary.

Base Libraries

Bleidorn Housing Area:

Bleidorn Housing Area, Bldg. 5083

CIV 0981-183-1740 / DSN 468-1740

Hours Tuesday-Friday: 10:30am-6:30pm; Saturdays: 10:30am-4:30pm

Closed Sundays, Mondays & U.S. Holidays

Resources

- Nürnberg Airport: <http://www.airport-nuernberg.de/english/>
- USAG Ansbach: www.ansbach.army.mil
- City of Ansbach: www.ansbach.de
- Tourism Germany: http://germany-tourism.de/index_ENG.htm
- Trains:
 - <http://bahn.hafas.de/bin/query.exe/en>
 - http://www.raileurope.com/us/rail/passes/germany_index.htm
- Weather: <http://www.afneurope.net> (Click on Weather and type in Ansbach)