

# MEDIA HANDBOOK



**#WEARENATO**

# MEDIA HANDBOOK

A Ministerial Meeting of the North Atlantic Council (NAC) at the level of Ministers of Foreign Affairs will be held in Helsingborg, Sweden, on 21–22 May 2026. The Meeting will be chaired by NATO Secretary General Mark Rutte.



## Venue

The Ministerial Meeting will take place at the Clarion Hotel & Congress Sea U, Kungsgatan 1, 252 21 Helsingborg.

The Media Centre will be located in a temporary structure opposite the hotel. Press conferences will be held at the same location.

## Media Accreditation Office

The Media Accreditation Office will be located in Dunkers Atrium at Dunkers kulturhus, Kungsgatan 11, Helsingborg. The media accreditation process is now closed, and all media representatives will have been informed directly of the outcome of their applications.

Press passes must be collected in person from the Media Accreditation Office, and will only be issued upon presentation of the confirmation email (including a personal QR code) and the identity documents used to apply for accreditation.

For more information, please read NATO's media advisory: Meeting of NATO Ministers of Foreign Affairs | [NATO Media advisory](#)

A detailed media programme and media products will be available on the NATO website.

## Opening hours

DAY	MEDIA ACCREDITATION OFFICE	MEDIA CENTRE
20 May	12.00–18.00	Closed
21 May	09.00–18.00	09.00–21.00
22 May	06.30–12.30	06.30–19.00

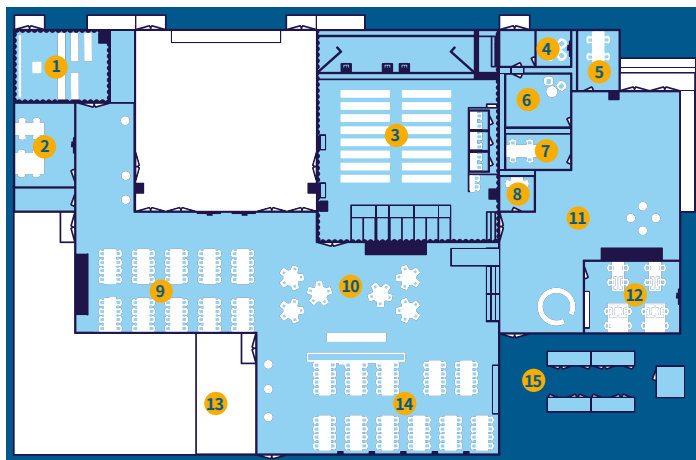


Photo: Anna Nilsson / Imagebank Sweden

## DIRECTIONS – from the Media Accreditation Centre to the Media Centre



## THE MEDIA CENTRE



1. Press briefing
2. Host Press Office
3. Press Theatre
4. VIP
5. CC TV
6. TV Studio
7. Broadcast
8. Pod
9. Working Area
10. Café
11. Meeting Point
12. NATO Press Office
13. Terrace
14. Working Area
15. WC

## Media Facilities

The Media Centre will be located opposite the Clarion Hotel & Congress Sea U.  
Address: Kungsgatan 1, 252 21 Helsingborg

### The Media Centre will have the following facilities:

#### FILING CENTRE

(including TV/radio editing area), with power outlets (230V), access to video and audio feeds, cabled and Wi-Fi internet.

#### WORKING SPACES

available on a first-come, first-served basis.

#### INFORMATION DESK

#### INTERNAL TELEVISION CIRCUIT

for live and recorded broadcasts, information about the programme, press conference schedules and other information.

#### MAIN PRESS VENUE

where the Secretary General's press conference will be held.

#### SMALLER PRESS CONFERENCE ROOM

#### A FULLY EQUIPPED TV STUDIO

set up by the Host Broadcaster (bookable by delegations).

#### TERRACE

and area for indoor and outdoor stand-ups for use on a rotational basis.

#### SMALL, SOUNDPROOFED SPACE FOR AUDIO RECORDINGS/PODCASTS, ETC.

(Reservations need to be made at the Information Desk).

#### MEDIA HUDDLES SPACE

for use on a rotational basis.

#### CAFÉ

Sandwiches, fresh fruit and refreshments will be available in the Media Centre.

If you have any questions, please contact [ud.pressnato@gov.se](mailto:ud.pressnato@gov.se) and [natomeiaoperations@hq.nato.int](mailto:natomeiaoperations@hq.nato.int)

## Host Broadcaster

NEP will be the official host broadcaster for the NATO Meeting. The host broadcaster's coverage includes:

- Visual opportunities during informal events at Sofiero Castle
- Arrivals and doorsteps
- Official photo
- Press conference by the NATO Secretary General
- Press conference of the Swedish Minister for Foreign Affairs

Coverage will be available live in the media centre, recorded via the NATO Multimedia platform and on demand.

The live video feed will be available also via SRT-protocol (Secure Reliable Transport). Please request the connection details here (choose Broadcast):

Host broadcaster: Kristian Öryd, NEP: [koryd@nepgroup.com](mailto:koryd@nepgroup.com)

NATO Broadcast: [NATO.broadcastservices@hq.nato.int](mailto:NATO.broadcastservices@hq.nato.int)

## Host Photographers

All footage taken by the host and NATO photographers may be used free of charge, while crediting the source. Photographs from the event can be downloaded from following sites:

[NATO website – photos](#)

[Meeting of NATO Ministers of Foreign Affairs in Sweden – Government.se](#)

## Stand-up Positions

Terrace and area for indoor and outdoor stand-ups will be available for use on a rotational basis (no dedicated stands-ups available).

These positions are equipped with power outlets (230V) and a high-speed internet connection. Stand-up positions are available free of charge.

## Press Conferences / Media Huddles by Ministers

The Secretary General will brief the media at the end of the meeting. Access will be open to all accredited media.

Some national delegations may choose to brief the media after the NATO Secretary General.

One press theatre and a smaller briefing room will be available for press briefings, accessible from the Media Centre. Eight media huddle positions are available next to the Media Centre; they will be used by ministers at the end of the meeting.

These positions are equipped with lighting, power outlets and a high-speed internet connection. Huddle positions are available free of charge.

## Pools

(Pool = restricted group of media covering a specific event; availability is restricted due to security and space considerations).

Due to space and security limitations, access to certain events during the ministerial meeting (public opening remarks, official photo, doorsteps) will be open only for small media pools, by invitation only.

The opening of the meetings and the official photo will be open for visual coverage only (i.e. photographers and videographers). Access to doorsteps will also be open for accredited press.

When a media representative accepts a NATO pool position, they must share immediately all information and material collected while in the pool with any accredited media that request it. Media representatives in the pool are required to share the material at no charge and with no restriction on the use of the material for news purposes. Media representatives can only accept pool accreditation if they have the express agreement of their employer to all of the terms and conditions listed above regarding the sharing of pool material.

The deadline to flag your interest in being included in a media pool has passed. You will be informed if you can be included in the pool and when the pool cards can be collected from the Information Desk.

## TV Studio

A fully equipped TV studio wired for recordings is also available, but only for engagements with Head of Delegation. Please approach the Information Desk for details.



Photo: Lotta Wittinger / Helsingborg Mediariv

## Podcast Booth

Soundproofed space for audio recordings/podcasts, etc is available. Reservations need to be made at the Information Desk at the Media Centre.

## Security and Access

Press passes must be visible at all times. Security staff may ask to see other forms of ID. Media representatives should ensure that they allow sufficient time to clear security checks. Security staff will examine and may test equipment and personal effects taken onto the site. No liquids are permitted through security checks.

Accredited journalists will have free access to the Media Centre, outdoor stand-up positions and the catering area.

When planning to cover press conferences, please allow sufficient time to set up.

Pools will be escorted by security and media staff, and their equipment will be subject to additional security checks.

## Media Contacts

**Mrs Alina Coca**

Media coordinator NATO

Email: [natomediooperations@hq.nato.int](mailto:natomediooperations@hq.nato.int)

**Mrs Veronika Borzymowski**

Media Coordinator Host Nation

Mobile +46 72 247 48 71

Email: [ud.pressnato@gov.se](mailto:ud.pressnato@gov.se)

**Mrs Nina Kefi**

Press and Communication Manager Host Nation

Mobile +46 70 662 67 79

Email: [ud.pressnato@gov.se](mailto:ud.pressnato@gov.se)

**NATO Broadcast**

Mr Bart Vandendorpe

[broadcastoperations@hq.nato.int](mailto:broadcastoperations@hq.nato.int)

**Host broadcaster**

Kristian Öryd, NEP

[koryd@nepgroup.com](mailto:koryd@nepgroup.com)

## For interview requests with the Host Nation Minister of Foreign Affairs

Mrs Susan Vo Bergkvist

Spokesperson to the Ministry of Foreign Affairs Host Nation

Mobile +46 76 130 95 62

For further information on other ministers' programmes/availabilities, please contact the Delegations directly (Contact list will be available at the Information Desk).

## General information about Sweden and Helsingborg

[Information about Sweden](#)

### Information about Helsingborg

Helsingborg – host city for the NATO Ministers of Foreign Affairs Meeting, 21–22 May 2026

Helsingborg has been selected as host city for the NATO Ministers of Foreign Affairs Meeting on 21–22 May 2026, the first in Sweden. The choice of the city is based on its strategic location by the Öresund strait and its role in the Nordic transport system.

The city is one of the Nordic region's most important logistical hubs, where ports, ferry traffic, railways and major road links converge and connect Sweden with the rest of Europe. Its proximity to the continent and extensive communication links make it an excellent choice for international meetings of this size.

Helsingborg is also a linchpin in Sweden's supply chains. The city's position in transport and trade flows means that it also plays an important role in Sweden's preparedness.

In a climate where global supply chains are being challenged and security considerations are constantly changing, a robust infrastructure and reliable transport network are essential. Helsingborg's importance as a logistical hub is thus also part of Sweden's overall resilience.

The fact that the meeting is being held in Helsingborg reflects this connection: between geographical location, infrastructure and the issues of resilience and preparedness that are high on the international agenda.

## SOME FACTS AND FIGURES ABOUT HELSINGBORG

- One of Europe's most innovative cities
- An EU Cities Mission city
- 153 000 inhabitants
- 15 500 companies
- 4 000 university students
- Largest age group: 30–39 years
- Average age: 41.7 years
- 165 nationalities
- 15 kilometres of beaches

## General information

### INFORMATION ABOUT SWEDEN

[sweden.se](http://sweden.se)

### INFORMATION ABOUT HELSINGBORG

[helsingborg.se](http://helsingborg.se)  
[helsingborg.com](http://helsingborg.com)

Visit Helsingborg City Host Desk at the Media Accreditation Centre at Dunkers kulturhus for more information about Helsingborg, interview requests and details about how to get around, or call +46 42 10 55 55.

## How to get to Helsingborg

Helsingborg is a readily accessible hub in the Öresund region with excellent transport links. [Helsingborg Central Station](#) is located in the heart of the city and can be reached by train, bus or ferry. Three airports are located within an hour of the city: Copenhagen Airport, Ängelholm/Helsingborg Airport and Malmö Airport. Two major motorways also serve the city: the E4 and E6.

### AIRPORTS

[Copenhagen Airport](#)  
[Ängelholm/Helsingborg Airport](#)  
[Malmö Airport](#)

## TRAINS AND BUSES

[Skånetrafiken](#)  
[DSB](#)

## FERRIES

[Öresundslinjen](#)  
[Sundsbussarna](#) (in Swedish)

## Information from the Swedish Police Authority

Information about the Swedish Police and their work during the event will be continuously updated at Meeting of NATO Ministers of Foreign Affairs | The Swedish Police Authority Nato-möte i Helsingborg 2026 | Polismyndigheten This will be the main channel for information from the Swedish Police.

For general information about the Swedish Police, please visit [The Swedish Police Authority](#)

Should you lose your passport during your stay in Sweden, you will need to contact your country's embassy for a replacement, as the Swedish Police can only provide help on passport matters to Swedish citizens. You can, however, report the loss or theft of your passport to the Swedish Police, as a police report may be required by your country's embassy when applying for a new passport.

The Swedish Police will provide additional services to the media during the event, with spokespersons working at the venue and available via telephone.

## Key websites and social media

### NATO

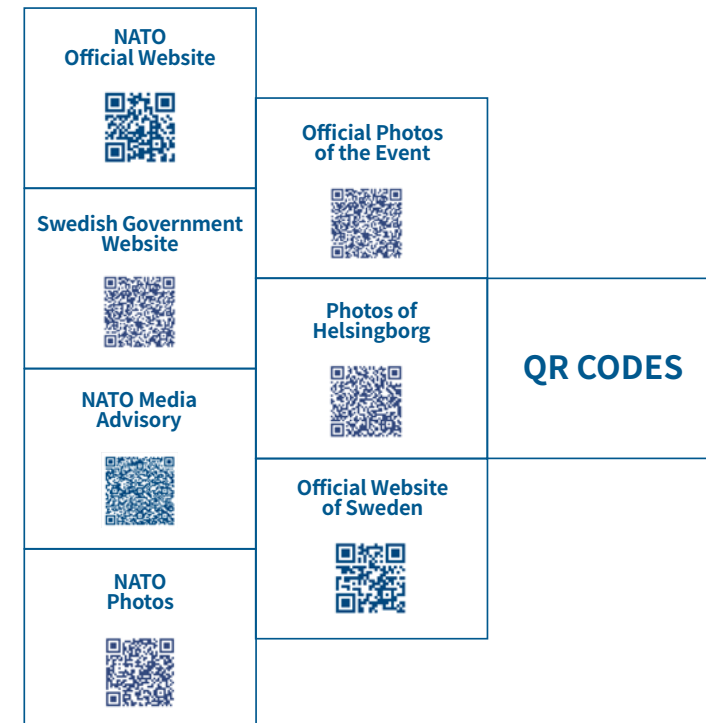
[Official NATO website](#)  
[X](#)  
[Facebook](#)  
[Instagram](#)  
[LinkedIn](#)  
[YouTube](#)

## SWEDEN

Meeting of NATO Ministers of Foreign Affairs in Sweden – [Government.se](#)  
[X](#)  
[Instagram](#)  
[Facebook](#)  
[LinkedIn](#)

## Practical information

- Emergency telephone number: 112
- Telephone number for non-emergencies: 114 14
- National health care guide hotline: 1177
- Time zone: GMT +2
- Currency: Swedish kronor (SEK)
- Country code: +46
- Electrical outlets: two associated plug types, C and F. Sweden uses a voltage of 230 V and a frequency of 50 Hz



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