



**INTERNATIONAL COCOA ORGANIZATION
ORGANISATION INTERNATIONALE DU CACA
МЕЖДУНАРОДНАЯ ОРГАНИЗАЦИЯ ПО КАКАО
ORGANIZACION INTERNACIONAL DEL CACA**



ED(MEM)1001

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To: All Members and Observers

From: The Executive Director

**Subject: Meetings of the International Cocoa Council and its Subsidiary Bodies:
26-28 May 2016, Barceló Bávaro Convention Centre, Bávaro,
The Dominican Republic**

The Executive Director presents his compliments and has the honour to inform all Members and Observers of the arrangements for the above-mentioned meetings which will take place from 26-28 May 2016 at the Barceló Bávaro Convention Centre in Bávaro, The Dominican Republic, at the generous invitation of the Government of The Dominican Republic.

CONTACT

The Government has advised the Secretariat that, for room reservations, airport transfers and touristic enquiries related to the Council meetings, the relevant contacts are either Mrs. Silvia Guerrero or Mrs Cesarina Cornielle at the Turinter Agency, Santo Domingo: e-mail: s.guerrero@turinter.com; c.cornielle@turinter.com; eventos@turinter.com telephone: +809-686-4020.

MEETING VENUE

The meetings of the Council and subsidiary bodies, and the Consultative Board on the World Cocoa Economy will take place from 26-28 May 2016 at the Barceló Bávaro Convention Centre in Bávaro, The Dominican Republic, at the generous invitation of the Government of The Dominican Republic. The full address is as follows:

Barceló Bávaro Convention Centre, Carretera Bávaro Km 1, Playa Bávaro, 23301 Punta Cana,
Tel: +1 809 686 5797; Fax: +1 809 686 5680; bavaro@barcelo.com

CREDENTIALS

All members and observers are requested to kindly submit their credentials for the attention of Miss Sophia Petros, Administrative Officer at the Secretariat, either by fax on [+44 208-997-4372](tel:+442089974372) or e-mail: sophia.petros@icco.org by **Friday, 6 May 2016** at the very latest.

HOTEL RESERVATIONS

The host country has kindly arranged preferential rates at the following hotels in Bávaro. Delegates are respectfully requested to contact the Turinter Travel Agency in order to obtain the rates quoted below, which are provided on an all-inclusive basis, including food, drinks and taxes:

HOTEL	ADDRESS	ROOM RATE (per night) US Dollars \$*
Barceló Bávaro Beach (4 star)	Carretera Bávaro Km 1, Playa Bávaro, 23301 Punta Cana	<u>Superior Room, all-inclusive:</u> Single occupancy: \$176 Double occupancy: \$304
Barceló Bávaro Palace Deluxe (5 star)	Carretera Bávaro Km 1, Playa Bávaro, 23301 Punta Cana	<u>Deluxe Room, all-inclusive:</u> Single occupancy: \$205 Double occupancy: \$340 Other rooms available upon application.

* Given that the hotel complex is a tourist destination, delegates wishing to stay at the Barceló hotels are respectfully requested to book their accommodation as soon as possible.

It is noted that the Barceló Bávaro Beach Hotel and the Barceló Bávaro Palace Deluxe are situated in the same hotel complex. The Barceló Bávaro Beach Hotel is an adults-only hotel, and is the closest hotel to the Convention Centre. The Barceló Bávaro Palace Deluxe which admits children is approximately 5-10 minutes' walking distance from the Convention Centre. A mini hop-on/hop off train service runs between the Convention Centre and the hotels.

FLIGHTS AND AIRPORT ARRANGEMENTS

There are regular flights to and from the international airport at Punta Cana. Among the many airlines that operate are Air Berlin, Air Canada, Air France, Alitalia, Avianca, British Airways, Delta Airlines, Iberia, Lufthansa and United Airlines.

The Barceló Hotels are situated approximately 10-15 minutes by car from the airport at Punta Cana.

The Government has kindly agreed to provide a welcome desk at the airport to assist delegates on their arrival in Punta Cana.

Delegates are also kindly requested to complete the attached Attendance Form with their hotel and arrival details.

VACCINATIONS

Delegates are kindly advised to consult with the medical services in their respective countries regarding any vaccinations they may require. Medical facilities are available in the Barceló complex.

VISAS

Delegates are kindly requested to consult with the missions in their respective countries regarding any visas they may require.

The Government of The Dominican Republic has advised that delegates in possession of a valid visa issued by The United Kingdom, The United States, Canada or the Schengen States (and indeed the nationals of these and many other countries) can purchase a \$10 dollar (or €10 Euro) tourist card in cash upon arrival at the airport in Punta Cana. To save time at the airport, the tourist card can also be purchased and printed in advance if desired, via an online facility: <http://www.dgii.gov.do/tarjetaTuristica/en/about/Paginas/default.aspx> which is available in English, French and Spanish. The tourist card can also be purchased in advance from the local Embassies of The Dominican Republic.

The Government has also kindly advised that delegates who are not in possession of any of the above-mentioned visas should notify the Comisión nacional del cacao accordingly (comision_cacao@hotmail.com), marking their correspondence for the attention of either Mr. Juan Cuello or Dr. José Antonio Martínez, including their full name as it appears in the passport, airline, flight number, arrival/departure dates and indicating that the purpose of the visa is to attend the Council meetings. The Comisión has offered to arrange to meet such delegates at the airport and to provide them with a visa upon arrival in conjunction with the local authorities. This correspondence (the request and the reply) should be carried by the delegate when traveling, for review if required. It is however noted that should the journey include a stop-over/transfer in another country, it is the responsibility of the delegate concerned to obtain the appropriate visa required by that country.

Delegates wishing to travel to The Dominican Republic are kindly requested to ensure that their passports have a validity of at least six months.

Further details about the meeting/hotel venue and the World Cocoa Conference (WCC3) can be found via the conference website: www.worldcocoaconference.org

It is kindly noted that the agendas, timetable and logistical information for the meetings can also be accessed from the ICCO website (www.icco.org).



8 March 2016



**MEETINGS OF THE INTERNATIONAL COCOA COUNCIL AND SUBSIDIARY BODIES
BARCELO BAVARO HOTEL, BAVARO, THE DOMINICAN REPUBLIC 26-28 MAY 2016**

**PLEASE FAX THIS FORM TO THE ICCO SECRETARIAT
BY FAX: +44-0208-997-4372 or scan and send by e-mail to: shastri.persad@icco.org**

ATTENDANCE FORM

Title: Dr Mr. Mrs. Ms.

Name: _____
(Please use capital letters for family name)

Delegate's Status: Head Alternate Observer

Country: _____

Organization: _____

Office Address: _____

Tel: _____ Fax: _____

E-mail: _____

Name of partner attending: _____
(Please underline surname)

Name of Hotel in Bávaro: _____

Date of Arrival:

Date : Flight No:..... Time:

Date of Departure:

Date : Flight No. : Time: