

MEETING BULLETIN

1. Dates and Venue

- 1.1. The ICAO ATFM/IR/SWG meeting will be hosted by CAA Singapore and held at Sands Expo and Convention Centre from 29 to 30 November 2018. The Sands Expo and Convention Centre is located at:

**10 Bayfront Avenue
Singapore 018956**

Website: <https://www.marinabaysands.com/expo-events-and-convention-centre.html>



- 1.2. The meeting will start at 0900 hours each day. Participants are requested to register at the Registration Desk situated on the 4th floor of Sands Expo and Convention Centre between 0830 and 0900 hours on the opening day of the meeting. Participants are also requested to wear identification badge, which will be issued to them, when they are in the meeting.
- 1.3. Please note the meeting rooms to be used are:

Dates	Meeting Room
29/11/2018	MELATI Room 4011
30/11/2018	MELATI Room 4011

2. Hotel Reservations and Transportation

2.1. Participants are required to make their own arrangements for transportation from the airport to the city. All taxis in Singapore use fare meter. Participants can also take MRT train from Singapore Changi Airport to the city.

2.2. Participants are requested to make their own arrangements for transportation from their hotels to the Meeting Venue to attend this meeting. Participants may refer to Appendix A for hotel options

3. Visa Application

3.1. Participants are reminded to apply for the necessary travel VISA and may refer to <https://www.ica.gov.sg> for further information and VISA application.

4. Further Information

4.1. For further information, please contact,

Ms. Akhirriah Masnor
Assitant Manager (Air Traffic Services)
Tel: 6541 2246
Mobile: 9710 0704
E-mail: Akhirriah_MASNOR@caas.gov.sg

Appendix A – Hotel list

Hotel	Website
Pan Pacific Hotel (5 Star) 7 Raffles Boulevard, Marina Square Singapore 039595 Tel: +65 63368111 Toll-Free: 1800 7224 342	www.panpacific.com
The Ritz Carlton, Millenia Singapore (5 Star) 7 Raffles Avenue Singapore 039799 Tel: +65 6337 888	www.ritzcarlton.com/en/hotels/singapore
Mandarin Oriental, Singapore (5 Star) 5 Raffles Avenue Singapore 039797 Tel: +65 6338 0066	www.mandarinoriental.com
Marina Mandarin (5 Star) 6 Raffles Boulevard Singapore 039594 Tel: +65 6845 1000	www.meritushotels.com/marina-mandarin-singapore
Swissôtel The Stamford (5 star) 2 Stamford Road Singapore 178882 Tel : +65 6338 8585 Fax : +65 6338 2862	www.swissotel.com/hotels/singapore-stamford
Fairmont Singapore (5 star) 80 Bras Basah Road Singapore 189560 Tel: + 65 6339 7777 Fax: + 65 6337 1554	www.fairmont.com/singapore
Peninsula Excelsior Hotel (4 star) 5 Coleman Street Singapore 179805 Tel : +65 6337 2200 Fax : +65 6339 3847	www.peninsulaexcelsior.com.sg
Carlton Hotel Singapore (4 star) 76 Bras Basah Road Singapore 189558 Tel : +65 6338 8333 Fax: +65 6339 6866	www.carltonhotel.sg

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<p>Hotel Royal @ Queens (4 star) 12 Queen Street Singapore 188553 Tel : +65 6725 9988 Fax : +65 6725 9966</p>	<p>www.royalqueens.com.sg</p>
<p>Santa Grand Hotel Bugis (3 star) 8 Jalan Kubor Singapore 199207 Tel : +65 6298 8638 Fax : +65 6298 8458</p>	<p>http://santagrand.sg/property/santa-grand-hotel-bugis/</p>
<p>Victoria Hotel (2 star) 87 Victoria Street Singapore 188016 Tel : +65 6550 6088</p>	<p>www.victoriahotelsingapore.org</p>