

**Aviation Security (AVSEC) Cargo and Mail Training Course  
(ASTC Port of Spain, Trinidad and Tobago, 12 – 16 April 2010)  
ICAO AVSEC TRAINING CENTRE (ASTC)  
GENERAL INFORMATION**

**1. Address and contact numbers**

Centre Contact: **Kenth Quash**  
Airports Authority of Trinidad and Tobago  
Piarco International Airport  
Caroni North Bank Road, P.O. Box 1273  
Port-of-Spain, Trinidad, West Indies  
Telephone: + 1 (868) 642 4027 / 789 6120 / 669 8194  
Fax: + 1 (868) 669 8193 / 642 4027  
E-mail: kquash@tntairports.com; icaoastcpos@tntairports.com

**2. Tuition Fees**

Tuition fee can be paid in cash directly in the ASTC at the beginning of the workshop or via wire transfer in US Dollars to the following account:

Bank: Wachovia Bank N.A. International Operations  
P. O. Box 13860  
Philadelphia, Pennsylvania  
19101-3866  
U.S.A.  
Swift Code: PN BPUS33 PHL  
Account No.: 20 00 09 06 00 010  
In the name of: Airports Authority of Trinidad & Tobago  
Bank: First Citizens Bank  
Bureau de Change  
Piarco, Trinidad  
Account No.: **935037**

**3. Local transportation**

The recommended mode of transportation is taxi.

**4. Money exchange**

The Trinidad and Tobago dollar (TTD) is the national currency. The exchange rate is 1 US\$= TT\$6. Preferably, after your arrival you may exchange some currency at local banks at the airport or in the city.

**5. Credit cards**

The international credit cards usually accepted in shopping centres, hotels and restaurants are: American Express (AMEX), Diners, MasterCard and Visa.

**6. Commercial working hours**

Banking hours are generally from 8:00 a.m. – 2:00 p.m., Monday to Thursday. On Fridays, banks open from 8:00 a.m. until noon, then resume at 3:00 p.m. until 5:00 p.m. Banks located in the malls and shopping plazas are the exception to this rule – they open from 10:00 a.m. until 6:00 p.m. with no closing time in between.

**7. Visas**

Visa requirements have to be verified at embassies and consulates in your respective State.

**8. Hospitals**

If necessary, emergency services are available in Trinidad and Tobago, for more information enquire at your hotel.

**9 Lodging:**

The following hotels are recommended to participants. For rates, please contact the hotel directly:

<b>HOTELS</b>	
<b>CROWNE PLAZA HOTEL</b> Wrightson Rd & London St PO Box 1017 Port of Spain, n/a Trinidad and Tobago Tel: + 1-868-6253366 Fax: + 1-868-6254166 Email: eoffice@crowneplaza.co.tt Web: <a href="http://www.ichotelsgroup.com">http://www.ichotelsgroup.com</a>	<b>HILTON TRINIDAD &amp; CONFERENCE CENTRE</b> Lady Young Road, Port of Spain Trinidad/Tobago Tel: + 1-868-624-3211 Fax: + 1-868-624-4485 E-mail <a href="mailto:reservations.trinidad@hilton.com">reservations.trinidad@hilton.com</a> Web: <a href="http://www.hilton.com">http://www.hilton.com</a>
<b>KAPOK HOTEL</b> 16-18 Cotton Hill, St. Clair Trinidad, West Indies Tel: + 1-868 622-5765 Tel: + 1-868 622-9677 E-mail: <a href="mailto:stay@kapokhotel.com">stay@kapokhotel.com</a> Web: <a href="http://www.kapokhotel.com/">http://www.kapokhotel.com/</a>	<b>NORMANDIE HOTEL</b> 10 Nook Avenue, St. Anns Port of Spain, Trinidad, West Indies Tel: + 1-868 624-1181/2/3/4 Fax: + 1-868 624-0108 E-mail: <a href="mailto:reservations@normandiett.com">reservations@normandiett.com</a> Web: <a href="http://www.normandiett.com/">http://www.normandiett.com/</a>
<b>THE AMBASSADOR HOTEL</b> 99a Long Circular Road, St. James Trinidad, West Indies Tel: + 1-868 628-9000 Fax: + 1-868 628-7411 E-mail: <a href="mailto:ambassador@wow.net">ambassador@wow.net</a> Web: <a href="http://ambassadorott.com/">http://ambassadorott.com/</a>	<b>THE CHANCELLOR</b> #5 Saint Ann's Avenue, Saint Ann's, Port of Spain, Trinidad, West Indies. Tel: + 1 868 623 0883 Fax: + 1 868 623 0883 Web: <a href="http://www.thechancellorhotel.com/">http://www.thechancellorhotel.com/</a>

<b>HOTELS</b>	
<p><b>THE CASCADIA HOTEL AND CONFERENCE CENTRE</b>  #67 Ariapita Road, St. Anns,  Port of Spain, Trinidad, W.I.  Tel: + 1-868 623-4208 / 4209 / 4217 / 3511 / 3513  Fax: + 1-868 627-8046  E-mail: info@cascadiahotel.com  marketing@cascadiahotel.com  Web page:  <a href="http://www.cascadiahotel.com/home.htm">http://www.cascadiahotel.com/home.htm</a></p>	<p><b>AIRPORT VIEW GUEST HOUSE</b>  St.Helena Junction  St. Helena Village, Piarco, Trinidad  Directions: About two mins. drive to the back of the  Piarco International Airport  Tel: + 1-868 669-4186  Fax: + 1-868 669-5104  Email: airportview@hotmail.com</p>
<p><b>THE EMERALD PLAZA AND APARTMENTS</b>  No. 11 Eastern Main Road St. Augustine  Trinidad W.I.  Tel: + 1-868 645 1810 / 9525 , 663 3720 / 6831  Web. WWW.jamadltd.com</p>	<p><b>PALMS HOTEL</b>  No. 35A Eastern Main Road Arouca  Trinidad W.I.  Tel: + 1-868 692 4528, 31, 32  Fax: + 1 868 692 4527  Web. WWW.palmstt.com</p>

**Note.-** ASTC Directorate recommends Palms Hotel and The Emerald Plaza, for further assistance please contact Mr. Kenth Quash.

**10. Departure Tax**

A Departure Tax of TT\$100.00 must be paid by everyone under 60 years of age when leaving the country.

**11. Others**

The Value Added Tax, or VAT, as it is commonly called, is a 15% tax added to goods and services. The prices displayed in stores are deemed to include the VAT unless otherwise stated. Tips in restaurants and related places are normally included in the bills. If not, then they are at your discretion. However, 10% is the norm.

For more detailed information, please visit the official tourism website of Trinidad and Tobago at <http://www.visitnt.com>

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