



International Civil Aviation Organization
North American, Central American and Caribbean Office (NACC)
**ICAO/WMO Seminar/Workshop on SIGMET Information for the
NAM/CAR/SAM Regions
(MET/NAM/CAR/SAM)**
Guatemala City, Guatemala, 11 to 15 October 2010

MET/SEM/CAR/SAM - IP/01
16/07/10

ATTACHMENT B

GENERAL INFORMATION

1. Event Venue and Dates

The ICAO/WMO Seminar/Workshop on SIGMET Information for the CAR/SAM Regions will take place at the Crown Plaza Hotel Guatemala City, from 11 to 15 October 2010.

2. Name of the Seminar/Workshop Coordinator and Assistant, Address and Contact Numbers

Lic. Lucrecia Chávez
Training Coordinator

Claudia Castillo
DGAC Training
General Direction of Civil Aviation
Guatemala
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3. Participant Registration

Delegate registration will take place in the *Salón Centroamérica* of the Crown Plaza Hotel located on Avenida Las Américas 09-08, zona 13/T, Tel.: (502) 2422-5020 / Fax: (502) 2422-5001); webpage: www.crownplaza.com, on 11 October 2010, from 08:30 to 09:00 hours.

4. Opening Ceremony

The opening ceremony will take place on Monday, 11 October 2010, at 09:00 hours.

5. Temperature

October is a rainy month, the average temperature in Guatemala for October is 16° to 24° C. The average humidity is 52% to 60%.

6. Currency and Credit Cards

The unit of currency in Guatemala is the Quetzal, (\$1.00 = Q. 8.00).

7. Credit Cards

International credit cards such as American Express, Mastercard and Visa are usually accepted at major hotels, stores and restaurants.

8. Hotels

The hotels offering special rates to participants of the Seminar/Workshop are the following:

HOTEL	SINGLE/DOUBLE ROOM
HOTEL (VENUE) CROWN PLAZA Address: Av. Las Américas 9-06 zona 13 Tel.: (502) 2422-5024 Fax: (502) 2422-5021 E-mail: jzetina@cpguatemala.com.gt hlemus@cpguatemala.com.gt Web: www.crownplaza.com	USD\$ \$65.00 Single/Double plus 22% taxes <i>Inclusive buffet breakfast, internet and swimming pool</i>
HOTEL HOLIDAY INN Address: 1ª. Avenida 13-22 zona 10 Tel.: (502) 24210000 Fax: (502) 24210025 E-mail: lilian_lam@hinn.com.gt Web: www.hinn.com	USD\$70.00 Single/Double Additional bed \$20.00 plus 22% taxes <i>Inclusive buffet breakfast, internet, swimming pool, gym and airport transportation</i>
ECO HOTEL LOS PROCERES Address: 18 calle 3-03 zona 10 Tel.: (502) 2337-3250 Fax: (502) 2337-3250 E-mail: ecoproceres@hotmail.com Web: www.posadadelosproceres.com	USD \$40.00 Single USD \$50.00 Double USD \$60.00 Triple USD \$70.00 Quadruple <i>Breakfast not included</i> <i>Inclusive airport transportation</i>

GUESTHOUSES

Guesthouses	Single/Double Room
Hostal Los Volcanes Address: 16 calle 8-00 zona 13 Aurora I Tel.: (502) 2261-3584 E-mail: info@hostallosvolcanes.com Web: www.hostallosvolcanes.com	USD \$40.00 Double, plus 22% taxes Inclusive Breakfast
Hostal Villa Toscana Address: 16 calle 8-20 zona 13 Aurora I Tel.: (502) 2261-2854 – 22613044 E-mail: hostalvillatoscana@yahoo.com Web: www.hostalvillatoscana.com	USD \$33.60 Single USD \$44.80 Double USD \$67.20 Triple <i>Inclusive taxes, breakfast and airport transportation</i>

Hostal Marianas Pettit Address: 20 Calle 10-17 zona 13 Colonia Aurora II Teléfonos: (502) 2261-4042 E-mail: reservaciones@marianaspettithotel.com Web: www.marianaspettithotel.com	USD \$31.00 Single USD \$43.00 Double USD \$61.00 Triple <i>Inclusive taxes, breakfast and airport transportation</i>
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Participants **should** make their own reservations directly with the hotel and **should** indicate that they are a participant in the ICAO/WMO Seminar Workshop on SIGMET Information for the NAM/CAR/SAM Regions in order to enjoy the special rate. Bookings are to be confirmed by **20 September 2010**. Bookings after this date are subject to availability due to high occupancy during the season.

10. Local Transportation

The recommended transportation is the green-yellow taxi express.

11. Hospitals

If required, emergency services are available; for more information please dial 123.

12. Business Working Hours

- Banks from Monday to Friday from 09:00 to 16:00
- Shopping malls from 10:00 to 20:00, approximately

13. Electricity

The electricity in Guatemala is 120 Volts. Please ask for more information at the front desk of the hotel when registering, if necessary.

14. Visa

Should be verified with the embassies and consulates of your respective state.

15. Other

Airport tax is \$30.00 US Dollars or Q.20.00