



International Civil Aviation Organization
CAR/SAM Regional Planning Implementation Group (GREPECAS)
Fourteenth Meeting of the CAR/SAM Regional Planning and Implementation Group (GREPECAS/14)

(San Jose, Costa Rica, 16 to 20 April 2007)

General Information of the Meeting

(Presented by the Secretariat)

1. **Site and dates of the meeting**

Working sessions of the Fourteenth Meeting of GREPECAS will be held at the Ramada Plaza Herradura Hotel, in San José, Costa Rica, from 16 to 20 April 2007.

2. **Address of the Meeting**

Autopista General Cañas, crossing towards San Antonio de Belén, opposite to the Centro Comercial Real Cariari. Belén

Fax (506)293-2713 o (506)293-0136

Telephone: (506) 209-9821

E-mail: mabe@ramadaherradura.com

Web site: www.ramadaherradura.com

3. **Registration of Participants**

The registration of participants will be carried out on 16 April 2007, from 0830 to 0930.

4. **Opening of the meeting**

The opening session of the meeting will take place on Monday 16 April 2007, at 0930 hours, at the Orquídeas Conference Room, of the Ramada Plaza Herradura Hotel.

5. **Temperature**

During the month of April the temperature in San José ranges from 18°C (42°F) to 30°C (86°F). The average humidity is 60%.

6. **Money exchange**

The national currency in Costa Rica is the Colón. Currently, the exchange rate is C 520 per US \$ 1,00. It is recommended to exchange currencies at the banks, between 0900 and 1600 hours.

7. **Credit cards**

The international credit cards as American Express, VISA, MASTER CARD are usually accepted in shopping centers, hotels and restaurants.

8. **Lodging**

The following recommended hotels provide special rates to all participants of the meeting.

Hotel	Address	Single/double Room US\$	Breakfast US\$	Tax %
Ramada Plaza Herradura	Autopista General Cañas, crossing towards San Antonio de Belén opposite to the Centro Comercial Real Cariari. Belén	\$80,00 SGL \$85,00 DBL	included	16.39%
Hotel Meliá Cariari Tel (506)232-8122	Autopista General Cañas, crossing towards San Antonio de Belén, 600 mts East	\$90,00 SGL \$95,00 DGL	included	16.39%
Country Inn & Suites Tel (506)239-2272	Autopista General Cañas, crossing towards San Antonio de Belén, 1 km East	\$60,00 SGL \$60,00 DGL	included	16.39%

NOTE: Prices mentioned above will be effective until 15 days before the event.

9. **Hotel reservation**

Hotel reservations of any other hotel must be carried out at fax No. (506)293-2713 or (506)293-0136, whereas for the Ramada Plaza Herradura Hotel, via Fax (506) 231-5698. For Melia Cariari Hotel and for Country Inn & Suites Hotel to fax (506) 239-2001, mentioning the **GREPECAS/14 Meeting**. A credit card number and expiration date is required (Visa, MasterCard, American Express), in order to guarantee the reservation.

10. **Transportation**

Taxis Unidos Aeropuerto Juan Santamaría is the enterprise selected for the event. The company counter is located at the arrival section of the airport.

Telephone (506):441-1319

There are also buses from the airport to Hotels and *vice versa*, leaving hotels every hour and leaving the airport every 30 minutes.

11. **Hospitals**

The following hospitals are recommended, if necessary:

Clínica Católica telephone (506) 281-0055

Clínica Bíblica telephone (506)522-1000

Hospital CIMA telephone (506) 208-1000

12. **Business hours**

From 9,00 to 18.00 horas, aprox.

Malls and shopping centers are open from 10.00 to 23.00 hours.

13. **Electricity**

110Volts.

14. **Airport tax**

The national Airport departure airport tax is included in the price of the ticket and for international departures is \$31.72.

15. **Costa Rican visa**

Delegates require passport. Some countries require visa to enter Costa Rica. Please confirm with your respective Embassy or Consulate.

16. **Otros**

The tax on sales is included in most prices. Tips in restaurants and related businesses amounts to 10% of the total consumption and 13% sales tax should be added; however, in the majority of cases it is included in prices.

In the city of San Jose there is a reliable taxi service. It is not common to tip the taxi driver.



**Ramada Plaza Herradura
Golf Resort & Conference Center**

TARIFAS RACK & CORPORATIVAS, 2006-2007
VALIDAS DE DIC. 16, 2005 A DIC. 15, 2007

ROOM TYPE	<i>RACK RATE</i> <i>2006-2007</i>	<i>CORPORATE</i> <i>2006-2007</i>	<i>RACK RATE</i> <i>EXECUTIVE</i> <i>FLOOR</i>	<i>CORPORATE</i> <i>EXECUTIVE</i> <i>FLOOR</i>
	<i>HIGH / LOW</i>	<i>HIGH / LOW</i>	<i>HIGH / LOW</i>	<i>HIGH / LOW</i>
SUPERIOR				
SINGLE	\$150.00 / \$140.00	\$ 90.00 / 80.00		---
DOUBLE	\$160.00 / \$150.00	\$ 95.00 / 85.00		---
DELUXE				
SINGLE	\$160.00 / \$150.00	\$ 105.00 / 95.00	\$185.00	\$150.00
DOUBLE	\$170.00 / \$160.00	\$ 110.00 / 105.00	\$195.00	\$160.00
SUITES				
JUNIOR	\$250.00 / \$230.00	\$ 195.00 / \$ 175.00	\$265.00	\$ 250.00 / 230.00
BRIDAL	\$250.00 / \$230.00	\$ 195.00 / \$ 175.00	\$265.00	\$250.00 / 230.00
<i>EXECUTIVE</i>	\$360.00 / \$340.00	\$300.00 / \$275.00	---	---
MASTER SUITE	\$600.00	\$ 480.00	\$600.00	\$ 600.00
PRESIDENTIAL	\$800.00	\$ 650.00		---

BREAKFAST BUFFET INCLUDED

ALL RATES PLUS 16.39% TAX
ADDITIONAL PAX: \$15.00 + TAX

EXECUTIVE FLOOR:

Personalized Check in, café/té station, Room internet connection, breakfast in the same floor, Happy Hour, Express Check out, etc.

TIPS:

- * *Cleaning ladies* US\$ 1.50 per room/per night
- * *Bellboys* US\$ 3.00 IN / OUT per PERSON

- (*) High season: From 16 Dec. to 15 Apr.
- (*) Low season: From 16 Apr. to 15 Dec.

Masumi Abe
Sales Representative
Directo 209-9821

mabe@ramadaherradura.com

MELIA CARIARI

CORPORATE RATES
(for more than 10 rooms)

We are pleased to greet you and wish to thank you for your preference in choosing the Tryp Corobici Hotel.

Enclosed please find our corporate rates for your enterprise for the **MELIA CARIARI Hotel**.

Hereby I confirm on behalf of the **Melia Cariari Hotel** our agreement on room rates effective from **1° January to 31 December 2006**.

CORPORATE RATES:

CARIARI HOTEL

01 January – 31 December, 2006	Rack Rate Rates	Group rates
Standard Single	\$155	\$90
Standard double	\$155	\$95
Executive Single	\$195	\$110
Executive double	\$200	\$115
Executive Superior single	\$205	\$120
Executive Superior double	\$210	\$125
Junior Suite	\$195	\$135
Master Suite	\$235	\$205
Presidential Suite	\$400	\$340

Adicional pax	\$25	\$15
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- All rates include breakfast buffet and the use of the SPA
- All rates include airport/hotel/airport transportation.
- This service must be reserved a day in advance at the Reservation Department.

Tips

Bellboys \$3.00 per person, incoming and departure
Cleaning ladies \$2.00 per room, per night

IMPORTANT

- The above-mentioned rates apply for a minimum of 10 rooms.

RESERVATIONS

- All requests or reservation procedures must be informed directly to the Reservations Department of the Hotel either by e-mail and/or via telefax and guaranteed by the company in writing.
Tel.: 232 - 8122 Ext.: 162 – 270 – 271 – 835 Fax: 231 – 5698
E-Mail: areservas@melia.co.cr reservascariari@melia.co.cr
- **RESERVATIONS OF YOUR COMPANY SHALL BE CONFIRMED IN WRITING BY THE HOTEL PROVIDED THE AVAILABILITY AT THE MOMENT.**

POLICY OF CANCELLATIONS

The hotel will charge the Company or the passenger the following rates in case of no-show or cancellations.

One day before the arrival of the pax: 1 night plus taxes
No-Show: 1 night plus taxes

Any additional clarification that you might require, please do not hesitate to contact us.

Yours truly,
Sales Management
Grupo Sol Meliá
Tel: 232-8122