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*When replying please quote:*

Ref.: NT-N1-3.6 — **E.OSG - NACC72962**

20 April 2018

To: MEVA Members

**Subject:** General Information – Thirty Third MEVA Technical Management Group Meeting (MEVA/TMG/33)  
(Willemstad, Curaçao, 29 - 31 May 2018)

**Action**

**Required:** Take note

Sir/Madam,

Further to my State Letter Ref. NACC71936 dated 1 March 2018, on the Thirty Third MEVA Technical Management Group Meeting (MEVA/TMG/33), to be held from 29 to 31 May 2018, in Willemstad, Curaçao, enclosed please find the General Information Please note that reservations should be done directly with the hotel by filling out and submitting the attached form to: [reservations@curacaorenaissance.com](mailto:reservations@curacaorenaissance.com)

Accept, Sir/Madam, the assurances of my highest consideration.

for  
Melvin Cintron  
Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:**

*As indicated*

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# ICAO

International Civil Aviation Organization  
North American, Central American and Caribbean Office

MEVA/TMG/33

## Thirty Third MEVA Technical Management Group Meeting (MEVA/TMG/33) Willemstad, Curaçao, 29 - 31 May 2018

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### GENERAL INFORMATION

(Presented by Curaçao)

#### 1. Place and Dates of the Event

The meeting will be held in Willemstad, Curaçao from 29 to 31 May 2018 in the meeting room of Renaissance Curaçao Resort & Casino

#### 2. Registration and Registration of Participants

2.1 The registration of participants will take place on Tuesday 29 May 2018 at 08:30 a.m.

2.2 Preregistration to the meeting should be made by sending the duly completed form by April 29, 2018, to e-mails:  
icaonacc@icao.int  
m.felies-werleman@dc-ansp.org  
c.martis-clarinda@dc-ansp.org

2.3 Participants are also requested to provide Dutch Caribbean Air Navigation Service Provider N.V. (DC-ANSP) (Contact persons, point 16 refers) with the following information: name and surname including companions if any, date of arrival to Curaçao, number of passport, flight number and arrival time, as well as the date of departure

#### 3. Opening Session

The inauguration will take place on May 29, 2018 at 09:00 a.m.

#### 4. Languages and Documentation

This event will be held in English only. Documentation will be published on the website of the NACC Regional Office of <http://www.mexico.icao.int/Meetings/>, as available

#### 5. Suggested Outfit

Formal attire for the opening and casual for the rest of the activities are recommended

**6. Local Time**

The time in Curaçao is set to -4 hours with respect to the Coordinated Universal time (UTC). At the time of the meeting, no daylight saving time applies

**7. Temperature**

7.1 Climatological information for the month of May in Curaçao is as follows:

Average temperature: 28 °C;  
Average maximum temperature: 32 °C, and  
Minimum temperature: 24 °C.  
Relative humidity is medium, close to 55 % average

7.2 For the month of May, no significant precipitation expected

**8. Electricity**

The voltage in Curaçao is 127 V- 50Hz. However some of the hotels also supply electric power of 220 V-50Hz.

**9. Currency and Credit Cards**

9.1 The Curaçao currency is the Antillian Guilder. The Antillian Guilder is fixed to the US dollar. The exchange rate is 1 USD = 1.82 Nafl. The US Dollar is accepted in most places

9.2 International credit cards such as Visa and Mastercard are normally accepted. However American Express is not generally accepted

**10. Travel Document**

Participants need to have a valid passport. When travelling transit through the United States also a valid ESTA is needed. Included is a list of countries which do not need a visa to visit Curaçao

**11. Safety Recommendations**

The safety recommendations are the normal ones for every city, such as carrying only the needed cash etc. etc.

**12. Communications**

12.1 Hotels offer good telephone, fax and internet services

12.2 During the working sessions the meeting room provides Free Wi-Fi

### 13. Business Hours and Banking

Business hours are Monday to Friday from 08:00 to 17:00 hours  
Banking hours are from 08:00 to 15:30 hours from Monday to Friday  
ATM's are available 24 hours a day/7 days a week

### 14. Taxes, Gratuities, and Taxi Service

14.1 The recommended gratuity is 10%-15% of the bill, and is optional for the establishment to include it in the bill or not

14.2 Taxis provided by the hotel are recommended

### 15. Lodging and Reservations

15.1 The event will take place at the Renaissance Curaçao Resort & Casino and the preferential rate is as follows:

HOTEL	CATEG.	DBL	SGL
Renaissance Curaçao Resort & Casino	4*	159USD	159 USD

Other offers from hotels close to the event venue and accommodation costs:

HOTEL	CATEG.	DBL	SGL
Otrobanda Hotel & Casino	3*	197 USD	102USD
Sonesta Kura Hulanda Village & Spa	4*	133USD	107USD
Hilton Curaçao	4*	232 USD	232USD
City Suites Curaçao	3*	108 USD	108USD
Avila Beach Hotel Curaçao	4*	189 USD	189USD

**16. Dutch Caribbean Aviation Navigation Provider N.V. (DC-ANSP) Contact Persons:**

Mizzuti Felies-Werleman  
CNS Administrative Assistant  
Phone: (+5999) 839 3559  
e-mail: m.felies-werleman@dc-ansp.org

Cherise Martis-Clarinda  
Secretary Training ATS  
Phone : (+5999) 839 3543  
e-mail : c.martis-clarinda@dc-ansp.org

- END -



At the **Renaissance Curaçao Resort & Casino** we are honored to be the Host Hotel of the **Thirty – Third MEVA Technical Management Group May2018** for the period of **May 28 through June 01, 2018**.

Our Team is excited to welcome you to our beautiful island of Curaçao and we will ensure that you have a memorable experience and that you will discover something wonderfully new...

**Directions to hotel:**

**Directions  
From Airport  
Curacao (CUR)**

- Hotel direction: 10.0 mi SE
- Driving directions: When departing airport take a right turn, go straight for 1 mile, take half way at the next 2 roundabouts towards Willemstad. Go straightpassing 2 traffic lights. Again continue half way through next 3 roundabouts, and go straight at the next 2 traffic lights.  
At the next roundabout go again halfway continuing straight.  
At the next round about turn right, take the Boulevard entrance to your left.  
The Hotel entrance is on your right.
- Estimated taxi fare: 30.00 USD (one way)

**Event Reservation:**

All Reservations are to be guaranteed by a Major Credit Card. Cancellations received after 6:00 pm two (2) days prior to arrival, will incur a one (1) night penalty. The Hotel reserves the right to cancel a reservation without notice if we become aware of or are notified of any fraud or illegal activity associated with the credit card guarantee for this reservation.

## Event-Hotel Reservation Form

<b>Event Name:</b> Thirty – Third MEVA Technical Management Group May2018		
Meeting Dates: May 28 - June 01, 2018		Event Code:
Last Name:		First Name:
Arrival Date:	Arrival Time:	Departure Date:
Company:		Phone:
Address:		Facsimile:
City:	State/Country:	Zip Code/Country Code:
Credit Card Number (Visa, M/C, Amex)		Expiry Date:
Card Holder's Name (as printed on card)		Card Holder's Signature:
E-Mail address:		

<b>Event Rate (per night)</b>
<input type="checkbox"/> Resort King: US\$ 159.00 + 24.12% service & tax

<p><b>Resort King</b>          Enjoy views of the island or energizing shopping boulevard from a private French balcony. These rooms are available with a king-size bed. All rooms are provided with high-speed internet connection, mini-fridge, coffeemaker, complimentary coffee and tea, iron and ironing board, hairdryer, bathrobes, in-room safe, LCD television and a comfortable bathroom.  <b>max capacity:</b> 2 persons</p>	<p><b>Meal Plan:</b>          Rate is inclusive of daily American Breakfast Buffet for one (1) person served in our Nautilus Restaurant.           Please add US\$20.00 for additional person in room</p>
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**Note!**

Please print neatly in black/blue ink and return to:

The Renaissance Curacao Resort & Casino

**Via facsimile by May 15, 2018** to FAX number: +5999-435-5005, or

**Via email at [reservations@curacaorenaissance.com](mailto:reservations@curacaorenaissance.com)**

## **Renaissance Curaçao Resort & Casino**

Guests of the Renaissance Curaçao Resort & Casino experience all that the island of Curaçao has to offer. The architectural design of Renaissance Curaçao Resort & Casino reflects a unique blend of contemporary and luxurious amenities in an environment combining European history and intimacy with Caribbean flare and color.

### **Location**

Renaissance Curaçao Resort & Casino is centrally located on the waterfront of historic Willemstad, the capital of Curaçao, allowing guests to easily get to and from the city and its many United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage designated sites.

The 237-room resort is home to the legendary Rif Fort, a 19th century landmark and a World Heritage site. Curaçao is part of the Dutch Caribbean and is located only 2 ½ hours via air from Miami and four hours from both New York and Atlanta.

### **Accommodations**

The Renaissance Curaçao Resort & Casino welcomes guests with 237 rooms designed with a combination of contemporary Caribbean flavour and traditional European style. Guests choose from resort, island and ocean-view rooms and suites. All rooms are equipped with high speed Internet access, a mini-refrigerator, a coffee-maker and a flat-screen television to provide guests with ample space, comfort and luxury.

### **Amenities**

Some of the most surprising features of the Renaissance Curaçao Resort & Casino are the freshwater infinity pool and the spectacularly designed and secluded Infinity Beach, where the Caribbean Sea meets shimmering white Curaçao sand.

Other amenities offered at the Renaissance Curaçao Resort & Casino will be unrivalled by its contemporaries on the island. A wide selection of up to 15 restaurants, lounges and bars will provide guests with local and international tastes and flavours.

The Rif Fort's open-air shopping Boulevard and Renaissance Mall features a wide selection of up to 50 shops, including boutiques, cafes, bars and restaurants. Up scale retailers at the Renaissance Mall will include distinctive world renowned brands.

The Carnaval Casino provides guests with more than 15,000 square feet of entertainment, including the latest slot machines and exciting table games. Visitors also enjoy the six-cinema movie theatre featuring the latest releases.

### **Conferences and Banquets**

The resort's meeting and banquet facilities offer indoor and outdoor function space. The 2,700-square-foot ballroom, 3,600-square-foot atrium, two board rooms, coffee lounge and business center provide guests with a variety of conference and banquet options. The pool and private beach, and the Rif Fort provide additional outdoor event space.