



Original Language: English  
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## **ASSOCIATION OF CARIBBEAN STATES**

### **XXIX MEETING OF THE SPECIAL COMMITTEE ON TRADE DEVELOPMENT AND EXTERNAL ECONOMIC RELATIONS**

Port-of-Spain, Trinidad and Tobago, September 23<sup>rd</sup> 2014

## **LOGISTICAL INFORMATION**

## ASSOCIATION OF CARIBBEAN STATES

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Port-of-Spain, Trinidad and Tobago, September 23<sup>rd</sup> 2014

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#### Information and logistics

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#### **1.- General information about Trinidad and Tobago**

The Republic of Trinidad and Tobago comprises two islands at the southern-most end of the Caribbean archipelago with an area of 5, 128 km<sup>2</sup>. Port of Spain is the capital city and the currency is the Trinidad and Tobago dollar (**U.S. \$ 1 = TT\$ 6.40**). The country has the largest commercially viable source of natural asphalt in the world, with the official language being English, and the population being 1,310 million people. The Honourable Kamla Persad-Bissesar is the Prime Minister, the Honourable Anthony Carmona, President, and the Honourable Winston Dookeran, Minister of Foreign Affairs.

June and July mark the beginning of the rainy season and are the wettest months of the year with an average annual rainfall about 200 cm (40 inches).

The areas in and around Port of Spain may experience half day/early afternoon thundershowers after a sunny morning.

Maximum temperature: 31 degrees Celsius (afternoon)

Minimum temperature: 23 degrees Celsius (just before dawn)

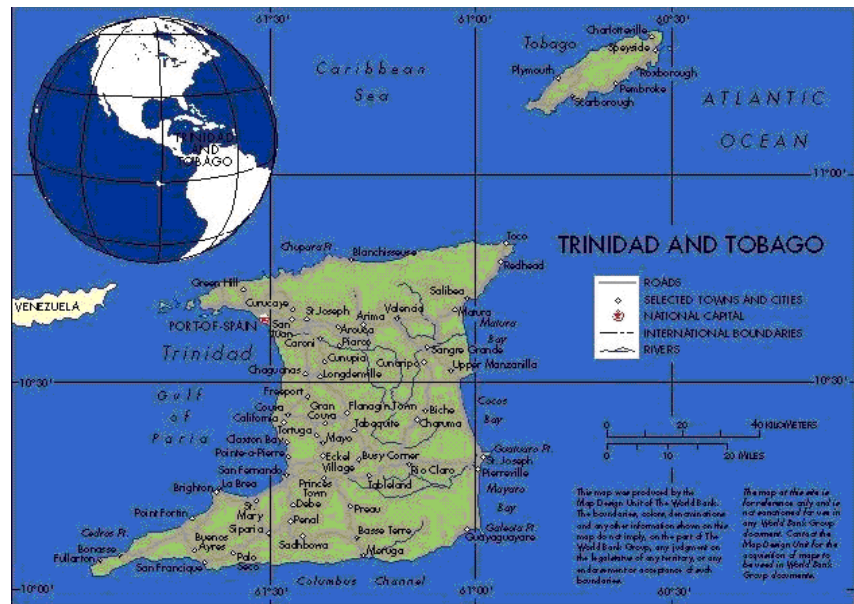
The relative humidity varies between 65 and 97 percent.

Trinidad & Tobago *Meteorological Service* website: <http://metoffice.gov.tt>

Standard time is GMT (UTC) -4

For additional information:

<http://www.tourism.gov.tt/AboutTrinidadTobago/CountryProfile/tabid/102/Default.aspx>



## 2. - Meeting Details

The XXIX Meeting of the Special Committee on Trade Development and External Economic Relations of the Association of Caribbean States (ACS) will be held at the ACS Secretariat located at 5-7 Sweet Briar Road St. Clair on September 23<sup>rd</sup> 2014.

### **3. - Opening Ceremony**

The Opening Ceremony of the XXIX Meeting of the Special Committee on Trade Development and External Economic Relations of the Association of Caribbean States will begin on Tuesday September 23<sup>rd</sup> 2014 at 9:00am with the Opening Remarks by the Chairman of the Special Committee, Mexico.

### **4. - Registration and Access**

The registration form attached to this document must be completed by each participant and we respectfully request that it be forwarded to the attention of the following persons by **September 19<sup>th</sup> 2014**: Ms. Patricia Indra Philip, Conference and Protocol Officer: [pphilip@acs-aec.org](mailto:pphilip@acs-aec.org) and Ms. Kafi Nicholas, Secretary: [knicholas@acs-aec.org](mailto:knicholas@acs-aec.org). Identification Badges will be given to each delegate prior to commencement of the meeting.

### **5. – Flight Information**

Air Carriers that travel to Trinidad and Tobago:

- American Airlines via Miami: For further information, visit [www.aa.com](http://www.aa.com)
- Caribbean Airlines: For further information, visit [www.caribbean-airlines.com](http://www.caribbean-airlines.com)
- Copa Airlines via Panama: For further information, visit [www.copaair.com](http://www.copaair.com)
- Continental Airlines: For further information, visit [www.continentalairlines.com](http://www.continentalairlines.com)

### **6. – Ground Transfers**

Delegates will organize their transportation from the airport as well as to the meeting venue. Taxis are available at the airport and hotel of choice. The fare

from the airport cost approximately USD\$25.00 to USD\$35.00 and USD\$10.00 around the city.

## 7. - Accommodation

Please find information regarding hotels in the vicinity of the ACS Headquarters, hotel rates and the contact persons for reservations. Most hotels will exchange foreign currency or travelers' cheques, Major credit cards are widely accepted at the main hotels and restaurants. **Delegates are kindly asked to make their booking directly with their selected Hotel.**

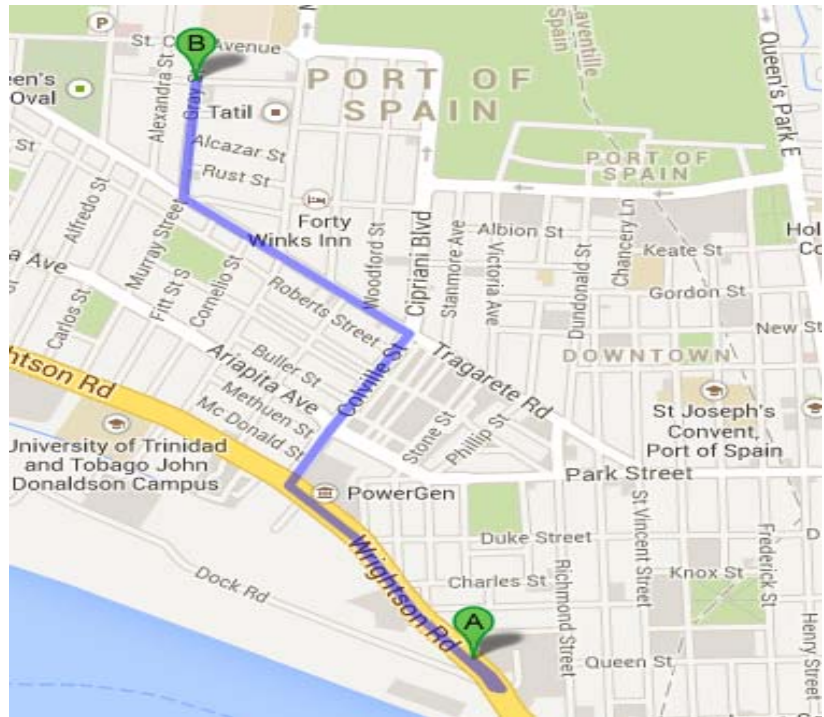
***RADISSON HOTEL  
TRINIDAD***

Address: PO Box 1017,  
Wrightson Road, Port of  
Spain

Tel.: (868) 625 3366  
Fax: (868) 625-4166

Email:

Point A : the hotel  
Point B: the ACS



<p>• <b>Rooms:</b></p>			<p>Rates are subject to 10% service charge and 10% government tax. Buffet Breakfast and internet included.</p>
Standard	Single	US\$129.00	
	Double	US\$159.00	

### **TRINIDAD HILTON**

Address: Lady Young Road,  
Port of Spain

Tel.:(868) 624 3211

Fax :(868) 624 4485

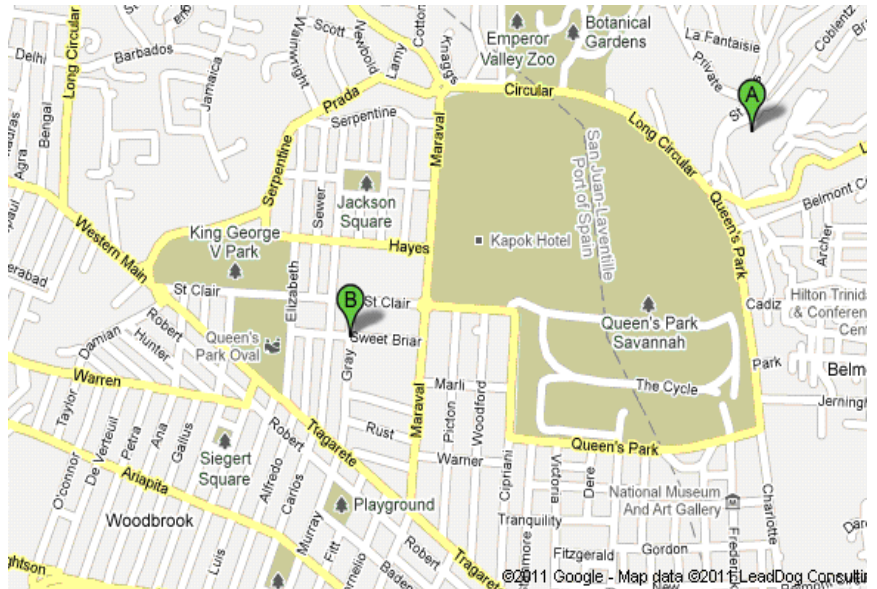
Email:

[hiltonpos@wow.net](mailto:hiltonpos@wow.net)

[resrvations.trinidad@hilton.com](mailto:resrvations.trinidad@hilton.com)

Point A : the hotel

Point B: the ACS



#### **• Rooms:**

Standard	Single	US\$169.00
	Double	US\$189.00

Rates are subject to 10% service charge, 10% room tax 15% VAT on the service charge (total 21.5%) plus utility charge of US\$1.95 per room nightly. Rate is inclusive of breakfast and internet.

### **KAPOK HOTEL**

Address: 16-18 Cotton  
Hill, Port of Spain

Tel.: (868) 622 5765 /

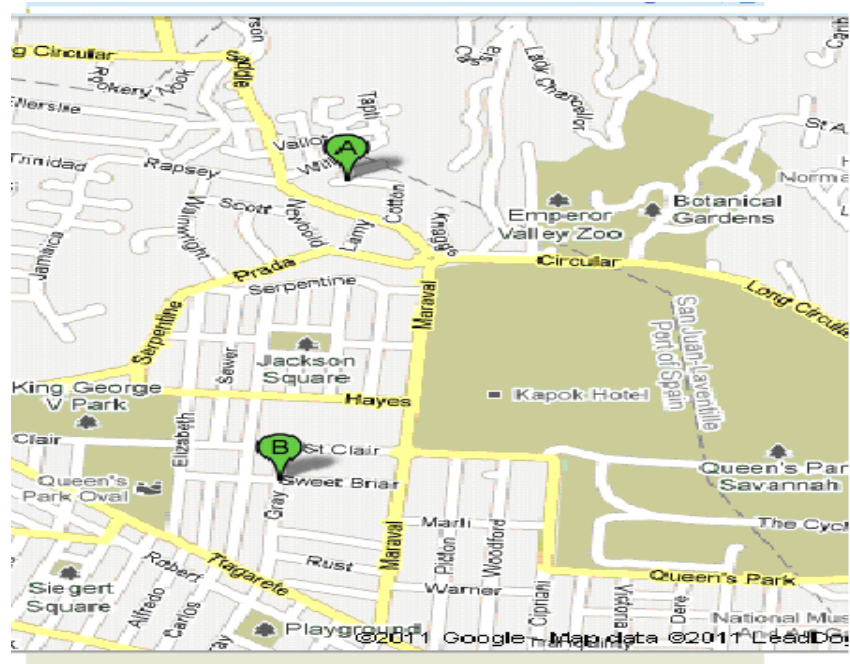
Fax: (868) 622 9677

Email :

[stay@kapok.co.tt](mailto:stay@kapok.co.tt)

Point A: the hotel

Point B: the ACS



<ul style="list-style-type: none"> <li>• <b>Rooms:</b></li> </ul>	Standard/Studio      Single / Double US\$ 152.00 Superior                      Single / Double US\$ 170.00	Inclusive of breakfast, internet and Taxes.
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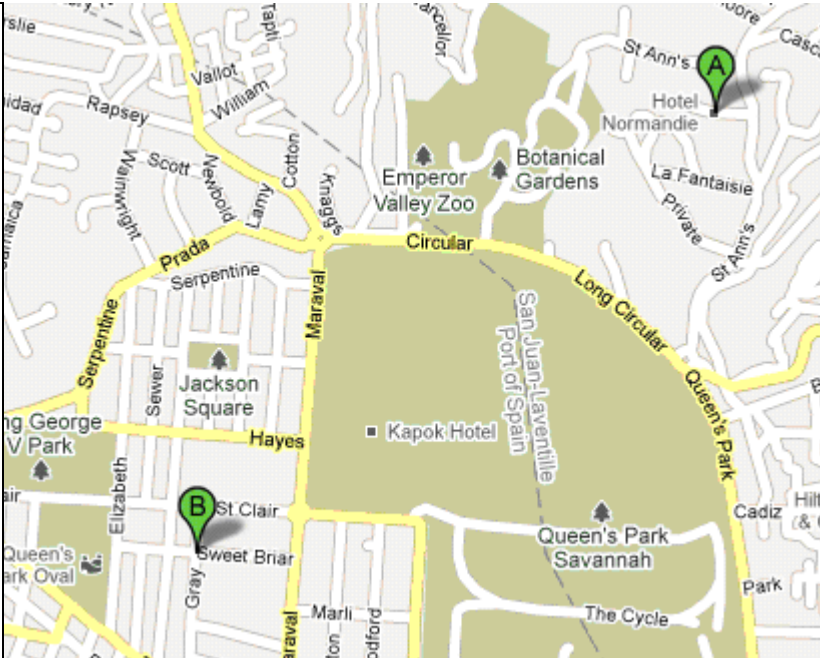
***NORMANDIE HOTEL***

Address: 10 Nook Avenue, St. Ann's

Tel. : (868) 624 1181 /  
 Fax: (868) 624 0108

Email :  
[roomsales@normandiethotel.com](mailto:roomsales@normandiethotel.com)

Point A: the hotel  
 Point B: the ACS



<ul style="list-style-type: none"> <li>• <b>Rooms:</b></li> </ul>	Single    US\$ 99.00 Double    US\$110.23	Inclusive of continental breakfast, wireless internet, tea station and Taxes.
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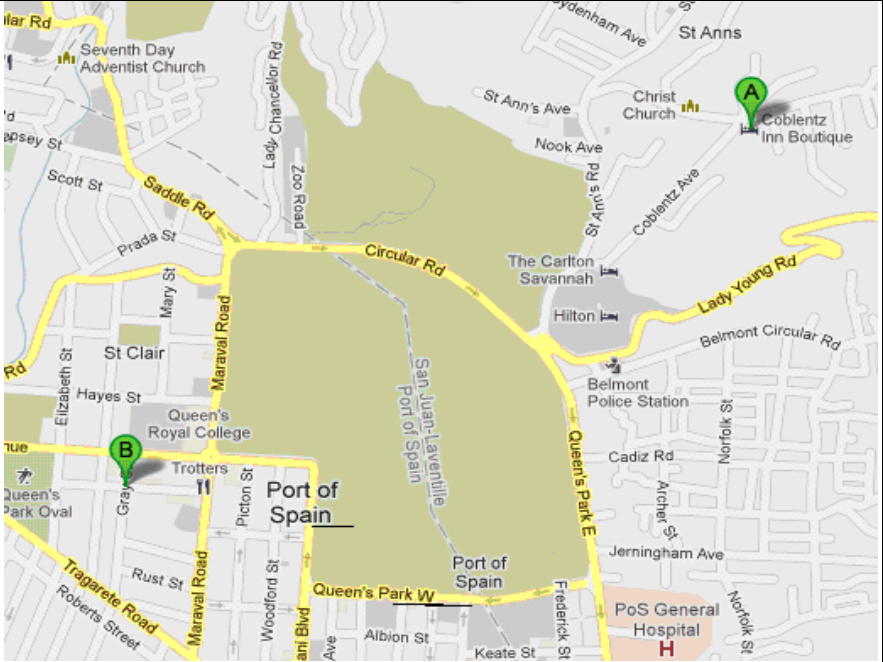
**COBLENTZ INN**

Address: #44  
 Coblentz Avenue,  
 Cascade, Port-of-  
 Spain,

Tel.: (868) 621 0541 /  
 4 Fax: (868) 624 7566  
 Cell: (868) 688 9069

Email:  
[cil.asstgm@yahoo.com](mailto:cil.asstgm@yahoo.com)  
[cil.reception@yahoo.com](mailto:cil.reception@yahoo.com)

Point A: the hotel  
 Point B: the ACS



<ul style="list-style-type: none"> <li>• <b>Rooms:</b> Single: US\$ 115.00          Double: US\$ 130.00</li> </ul>	Inclusive of all taxes, complimentary continental breakfast, welcome mini bar and free wireless internet throughout the property.
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**9. – Visas**

Delegates are asked to make their visa requests to the Embassy of Trinidad and Tobago or British High Commission accredited to their respective countries, at least two weeks before commencing their travel. ***Only in the cases of countries where there is no Embassy or High Commission,*** the Ministry of Foreign Affairs of Trinidad and Tobago will assist in procuring visa waivers for delegates, provided that information on names, dates of birth, passport numbers, date of issue and expiry are forwarded to the Secretariat **at least two weeks before commencement of travel.** Beyond this period, the Secretariat will not be able to guarantee that visas will be obtained locally.



**Visa Status for ACS Member and Associate Members are as follows:**

	<b>COUNTRY</b>	<b>VISA REQUIRED</b>
1	Antigua and Barbuda	No
2	The Bahamas	No
3	Barbados	No
4	Belize	No
5	Colombia	Visa not required up to 90 days
6	Costa Rica	Visa not required up to 90 days. Bearers of Diplomatic and official passport visa exempted.
7	Cuba	Visa not required up to 90 days. Bearers of Diplomatic, official and Service passports visa exempted.
8	Dominica	No
9	El Salvador	Visa not required up to 90 days.
10	Grenada	No
11	Guatemala	Visa not required up to 90 days
12	Guyana	No Visa not required
13	Haiti	Yes exception in transit. Visa not required for bearers of Diplomatic, Official or Service passports.
14	Honduras	Visa not required up to 90 days.
15	Jamaica	No
16	Mexico	Visa not required up to 90 days
17	Nicaragua	Visa not required up to 90 days
18	Panama	Visa not required up to 90 days
19	Republica Dominicana	Visa not required up to 90 days
20	St. Kitts and Nevis	No
21	St. Lucia	No
22	St. Vincent and the Grenadines	No
23	Suriname	No
24	Trinidad and Tobago	No
25	Venezuela	Visa not required up to 90 days
	<b>ASSOCIATE MEMBERS</b>	
1	Aruba	No
2	Curacao	No
3	France	No
4	Guadeloupe	No
5	Martinique	NO
6	Sint Marteen	No
7	The Netherlands	No