



ASEM High-level Meeting on Marine Sustainability
7-8 March 2019
Bangkok, Thailand

Administrative Arrangements

- 1. Date:** 7-8 March 2019
- 2. Venue:** 999/99 Rama I Road, Pathumwan, Bangkok 10330, Thailand
Phone : +66 (0) 2100 1234
Fax : +66 (0) 2100 1235
Website: <https://www.centarahotelsresorts.com/centaragrand/cgcw/>

3. Registration

The participation of the Meeting is open to any interested agencies and individuals from ASEM members. Every participant of the Meeting is required to fill in the registration form and submit it to asem_thailand@mfa.go.th **no later than 27 February 2019**.

4. Cost

The participation of the Meeting is free of charge. The host country will bear the costs of organising the Meeting including venue, facilities, and meals as scheduled in the programme. Participants are kindly requested to cover their own expenses incurred from attending the Meeting such as transportation and accommodation, where applicable.

5. Accommodation

For convenience, participants may consider staying at Centara Grand at Central World, the venue of the Meeting. Participants who wish to stay at this hotel are requested to fill in the hotel reservation form as attached and forward it directly to the hotel. The Ministry of Foreign Affairs has negotiated special rates with the hotel as follows:

World Club Deluxe Room

Single Occupancy 6,300.- Baht net/Room/Night

Double Occupancy 7,000.- Baht net/Room/Night

World Club Premium Room

Single Occupancy 7,500.- Baht net/Room/Night

Double Occupancy 8,200.- Baht net/Room/Night

Executive Suite Room

Single Occupancy 9,500.- Baht net/Room/Night

Double Occupancy 9,500.- Baht net/Room/Night

The offer includes daily buffet breakfast, high speed internet access, gym facilities, etc. Check-in time is 14:00 hours. Check-out time is 12:00 hours.

6. Transportation from and to the airport

The distance between Suvarnabhumi Airport and Centara Grand at Central World is approximately 29 km. Limousine services are available at the airport. Alternatively, taxi service, located at the first floor (Gate 4 and 7), and operates 24 hours a day. Public transportation, such as Airport Rail Link, takes generally 30 minutes from the airport to Bangkok city centre. Centara Grand at CentralWorld also provides Airport transfers by Mercedes Benz between airport and hotel as indicated in the hotel reservation form.

7. Language

English is the official language of the Meeting. There will be simultaneous translation into English and Thai during the course of the day.

8. Visa requirements

Participants of the Meeting are required to possess valid visas, if required. Appropriate visas can be obtained directly from Royal Thai Embassies or Royal Thai Consulate-Generals in the respective countries (for further details, please see website <http://www.thaiembassy.org/main/>).

Kindly see the list of countries and territories entitled for Visa exemption and Visa on Arrival on the Ministry of Foreign Affairs' website: <http://www.mfa.go.th>.

9. General Information

Climate in March

Average low 25 degree Celsius

Average high 34 degree Celsius

Currency and banking

The Thai currency is Baht. Exchange rate is 33.13 Baht / US Dollar as of 5 Feb 2019. All major international credit cards are accepted in Thailand.

Time Difference

Thailand's standard time zone is GMT +07:00 hours.

Electricity

The standard electricity supply is 220-volts AC, 60 HZ

10. Liability

The Host Country shall not be liable for personal accidents and losses or damages to personal and corporate property of the participants.

11. Contact

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