



FOREST CARBON PARTNERSHIP FACILITY (FCPF)
Participants Assembly Eighth (PA8) meeting and Participant Committee Twentieth (PC20) meeting,
November 4-8, 2015

Logistics

HOTEL ACCOMMODATION: **Double Tree by Hilton Cariari** (San Antonio de Belen, Ciudad Cariari, San José, Costa Rica. Tel.: (+506-2) 239 0022). Contact person Yocelyn Viquez email: Yocelyn.Viquez@Hilton.com

Nearby Hotel: **WYNDHAM San Jose-Herradura Hotel** Tel: (506)8330-0350 Contact Nagisa Arce Motte email: narce@wyndhamherradura.com

MEETING VENUE: **Double Tree by Hilton Cariari** - San Antonio de Belen, Ciudad Cariari, San José, Costa Rica. Tel.: (+506-2) 239 0022.
<http://doubletree3.hilton.com/en/hotels/costa-rica/doubletree-by-hilton-hotel-cariari-san-jose-costa-rica-SJODTDT/index.html>.

For FCPF-funded participants, the FMT has already reserved rooms at **Double Tree by Hilton Cariari**, checking in on Tuesday, November 3rd and checking out on Monday, November 9th unless you have notified us of different travel needs. If you are planning to stay additional days for personal reasons, please note that you will have to make your own hotel reservation for any additional days. Your accommodation at Double Tree by Hilton Cariari Hotel will be paid directly by the FMT; therefore you do not need to pay at check-out. However, you will need to cover any incidental expenses (such as room service, phone calls, minibar etc.). Please note that it is standard in Costa Rica for hotels to request a credit card or cash deposit upon your arrival to cover incidentals; this will be your responsibility.

TRAVEL ARRANGEMENT: Flight arrangements have been made by American Express (AMEX), the World Bank's travel agency. If you have not received an itinerary/ticket from AMEX yet, please contact Sanjeeth Thomas at athomas6@worldbank.org or Marina Kvashnina mkvashnina@worldbank.org and copy fcpfsecretariat@worldbank.org as soon as possible.

NOTE: Please note that once itineraries are confirmed by the sponsored participant and an e-ticket is issued, any request for changes will be at the participant's own cost. The deadline for registration and completing travel arrangements for sponsored participants is **October 29, 2015**. Beyond this deadline, FMT may not be able to guarantee any travel/on-site per diem/hotel arrangements.

VISA INFORMATION: The FMT has provided an invitation letter. For those who request a visa upon arrival and submitted their application and documentation before deadline, FMT has arranged this with the Immigration Authorities of Costa Rica. You will receive this letter via email, so please make sure that your information is printed correctly in this letter. If there are changes, immediately inform FMT.

IN-OUT TRANSPORTATION: The hotel is located approximately 6.4 kms from Juan Santamaria International Airport. Taxi fare from the airport costs approximately US\$ 20.00 one way. It can accommodate up to 4 persons depending on the quantity of luggage. The hotel can arrange taxi service at a fee of US\$ 20.00/per car with their preferred transportation company. Please contact the hotel directly if you wish to book the hotel's recommended car service (SJODT_careline@hilton.com) and provide your detailed travel itinerary. A Maximum of \$20 will be reimbursed upon submission of original receipt.



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PER DIEM: Per Diem and in-out transportation costs for FCPF-funded participants will be reimbursed at the meeting venue, upon submission of **original receipts**. Please bring your passport or identification document to collect per diem. We will provide per diem (to cover meals, tips and valet) for all meeting days and arrival **or** departure day depending on your itinerary. Please note that breakfast will be provided by the hotel every day and lunch/refreshments will be provided during the meeting, therefore the per diem will be reduced for those days.

WEATHER INFORMATION: The average temperature in San José, Costa Rica during the month of November is 72 to 75°F (22 to 23°C).

ELECTRICITY: Electrical sockets (outlets) in Costa Rica are very similar to the electrical outlets found in the United States and Canada, and usually supply electricity at between 110 and 120 volts AC. If your appliance is built only for 220-240 volt electricity, or a Japanese appliance built for 100 volts, then a travel plug adapter by itself won't be sufficient; a voltage transformer will be necessary.

North America Grounded NEMA 5-15	Japan Non-grounded JIS C 8303	Europe German style CEE7/4 Schuko	Europe French style Schuko	Europe/Russia Non-grounded CEE7/16 Europlug	Great Britain Grounded BS-1363	Great Britain "Shaver socket" BS-4573
Australia/China Grounded AS-3112	Italy Grounded CEI 23-16	Switzerland Grounded SEV-1011	Denmark Grounded SRAF 1962/DB	Israel Grounded SI 32 (IS 16A-R)	India Grounded BS-546 "Small"	South Africa Grounded BS-546 "Large"