



55th meeting of the UNWTO Commission for the Americas and Technical Seminar on Tourism and New Technologies

San Jose, Costa Rica, 13-15 May 2013

CAM/55/Nota Inf.
Madrid, March 20, 2013
Original: English

INFORMATION NOTE

1. PLACE AND DATES OF THE MEETINGS

The 55th meeting of the UNWTO Commission for the Americas and Technical Seminar on Tourism and New Technologies will be held at the Wyndham Hotel and Resort Herradura in San José, Costa Rica, from 13-15 May 2013.

The programme established for the meetings is as follows:

Monday, 13th May 2013:

Arrival of delegations

Tuesday, 14th May 2013:

- 09.00 – 09.30 Opening by the Minister of Tourism of Costa Rica, Mr. Allan Flores and UNWTO Secretary-General, Taleb Rifai
- 09.30 – 13.30 55th meeting of the Regional Commission for the Americas (CAM)
- 15.00 – 17.45 Technical Seminar Tourism and New Technologies
Panel 1: *Internet and social media marketing applied to tourism*
- 20.00 – 22.00 Welcome dinner offered by the Ministry of Tourism of Costa Rica with the presence of the President of Costa Rica, Laura Chinchilla and Presentation of the Open Letter for the “Global Leaders for Tourism” Campaign by UNWTO Secretary-General, Taleb Rifai (by invitation only)

Thursday, 15th May 2013:

- 09.00 – 17.00 Technical Seminar on Tourism and New Technologies
Panel 2: *Tourism and mobile marketing*
Panel 3: *New technologies applied to travel facilitation (airport controls and visa issuance)*
Panel 4: *Tourism across the screens*

World Tourism Organization (UNWTO) – A Specialized Agency of the United Nations

Capitán Haya 42, 28020 Madrid, Spain. Tel.: (34) 91 567 81 00 / Fax: (34) 91 571 37 33 – omt@unwto.org / unwto.org

The venue of the events is:

Wyndham Hotel and Resort Herradura

Autopista General Canas, 3 Miles South of Intl Airport, San Jose, CR

Tel: (506)-2209-9800

<http://www.wyndham.com/hotels/costa-rica/san-jose/wyndham-san-jose-herradura-hotel-convention-center/hotel-overview>

2. REGISTRATION

To register for the 55th meeting of the CAM and for the Technical Seminar on Tourism and New Technologies, please go to the following link:

<http://americas.unwto.org/en/event/55th-meeting-unwto-commission-americas>

To register **ONLY** for the Technical Seminar on Tourism and New Technologies, please go to the following link:

<http://americas.unwto.org/en/event/technical-seminar-tourism-and-new-technologies>

Registration will be open **until 30 April 2013**. For any questions or further information, please contact the following officials:

Ms. Daniela Urcuyo Regional Programme for the Americas World Tourism Organization Capitán Haya, 42 28020 Madrid – Spain Tel.: +34 91 567 81 77 Fax: +34 91 571 37 33 E-mail: cam@unwto.org	Mr. Hermes Navarro Costa Rican Tourism Institute ICT La Uruca San José - Costa Rica Tel.: +506-22995831-32 Fax: +506-22200243 E-mail: hnavarro@ict.go.cr
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3. STATUS OF PARTICIPANTS

The Government of Costa Rica will take the necessary measures to facilitate the arrival, stay and departure of the invited participants. Throughout their stay, the participants will enjoy the privileges and immunities accorded to participants of conferences of specialized agencies of the United Nations.

4. ENTRY FORMALITIES

Participants are requested to contact Costa Rican diplomatic or consular missions in their countries in order to obtain entry visas for Costa Rica, if required. For more information regarding visas, please visit the following website: <http://migracion.go.cr/extranjeros/visas.html>.

Participants in whose countries Costa Rica has no diplomatic mission are requested to contact the UNWTO Secretariat sufficiently in advance, providing the following details, in order to enable the Costa Rican Government to take appropriate measures for visa delivery:

- First and last names; Nationality; Passport number and type;
- Place and date of issue of passport; Date of expiry
- Arrival details: date, time and flight number

Please note that the participants should have a return ticket to their country of origin.

5. RECEPTION AT THE AIRPORT AND TRANSFERS

The Government of Costa Rica will provide a reception service for the delegations at the “Juan Santamaría” International Airport, in the city of San Jose, and will arrange for the transfer of the participants upon both arrival and departure, between the airport and the hotels indicated in this information note.

To allow the local authorities to organize this transfer service, participants are requested to specify this in the participation form mentioned in point 2 above (registration), indicating their arrival, departure and accommodation information.

6. ACCOMMODATION

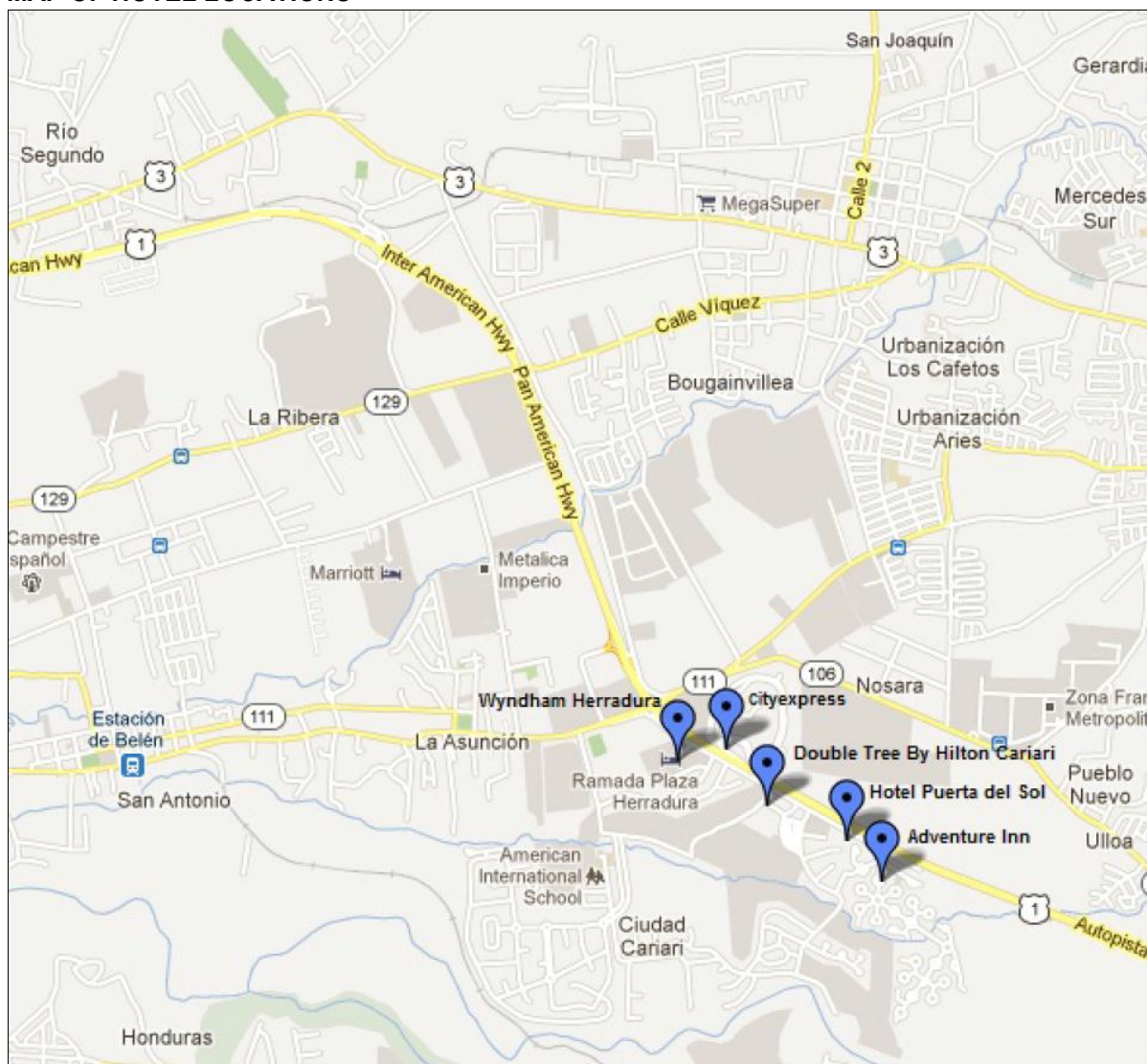
Participants should make their own reservations with the hotels listed below and indicate that they will be participating in the UNWTO meeting and Seminar on the scheduled dates.

Hotels	Rates US \$	Contact
Wyndham Hotel and Resort Herradura	<p>-Superior Single or Double: US \$115.00 + 13% tax</p> <p>Includes:</p> <ul style="list-style-type: none"> -Breakfast buffet at Tropicala Restaurante -Wi-Fi Access -Shuttle service airport-hotel-airport from 05:00am - 10:00pm (itineraries required) -Access to Cariari Golf Club with 18 holes par 71, 12 tennis courses, swimming pool, board games, gym, etc. -Round trip transportation to Cariari Club -Transportation to mall Real Cariari in front of the hotel 	<p>Idalmis Castillo Reservations E: icastillo@wyndhamherradura.com T: (506) 22099800 ext. 7257 F: (506) 2293-2713 www.wyndhamherradura.com</p> <p>3 Miles South from International Airport, General Cañas Highway - San Jose Costa Rica</p>

DoubleTree by Hilton Cariari	<ul style="list-style-type: none"> -Standard Single: US \$115 + 13% tax -Standard Double: US \$125 + 13% tax -Junior Suite: US \$145 + 13% tax -Suite: US \$155 + 13% tax <p>Includes:</p> <ul style="list-style-type: none"> -Breakfast -Internet -Special fare on airport – hotel – airport shuttle, (ask at reservation) 	<p>Margie Aristy Almonte Marketing and Sales Manager E: sjodt_reservas@hilton.com T: (506) 2239 0022 ext: 8112 & 8109 F: (506) 2239 0285 www.CariariSanJose.DoubleTree.com</p> <p>San Jose-Costa Rica San Antonio de Belén, Ciudad Cariari - San Jose, NA 40701</p>
Cityexpress San José Aeropuerto Costa Rica	<ul style="list-style-type: none"> -Single: US \$90 + 13% tax -Double: US \$90 + 13% tax -Superior: US \$105 + 13% tax <p>Includes:</p> <ul style="list-style-type: none"> -Continental breakfast -Shuttle service to the offices from 7:00am - 10:00am and from 4:00pm - 8:00p.m. -Shuttle service airport – hotel – airport (Upon request) -Free Access to business centre -Free Wi-Fi 10 Mbs -Includes international calls to Mexico, USA & Canada -Water bottle in the room -Gym -Located near Mall Real Cariari 	<p>Carlos Chacón Sales and Marketing Manager T: (506) 2209-2300 http://cityexpress.hotelescity.com/es/promociones/ponte-comodo-en-costa-rica.aspx</p> <p>Diagonal a McDonalds del Centro Comercial Cariari Heredia – San Jose</p>
Adventure Inn	<ul style="list-style-type: none"> -Single: \$72.90 + tax w/credit card/ \$65.61 + tax cash -Double: \$89.10 + tax w/credit card / \$80.19 + tax cash <p>Includes:</p> <ul style="list-style-type: none"> - Shuttle service airport – hotel – airport (Upon request) - Breakfast - Free unlimited national and international calls - Free Wi-Fi - Swimming pool, jacuzzi, gym, business center 	<p>Mike Robinson General Manager T: (506) 2239 2633 F: (506) 2293 2778 http://www.adventure-inn.com https://secure.adventure-inn.com</p> <p>50 m este de la entrada de Los Arcos, Ciudad Cariari - San Jose</p>

Hotel Puerta del Sol	<p>-Single: US \$73.45 -Double: US \$84.75</p> <p>Includes: -Breakfast -Taxes</p>	<p>Ana María Parra General Manager</p> <p>E: anamaria@bbpuertadelsol.com T: (506) 22938109 / (506) 22932023 F: (506) 22393733 http://www.bbpuertadelsol.com</p> <p>Ciudad Cariari, Res. Los Arcos, Rotonda N° 1, N° 17 – San Jose</p>
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MAP OF HOTEL LOCATIONS



7. HEALTH

Costa Rica has no vaccination requirements except for persons who are from or who have been in transit through yellow fever endemic areas or countries. The vaccination certificate will only be valid tenth days after the vaccination has taken place.

It is recommended that participants verify if the transit countries require any vaccination certificate of yellow fever or other vaccine.

8. REGISTRATION AND IDENTIFICATION BADGES

Participants can register at the desk located at the entrance of the Wyndham Hotel and Resort Herradura, starting Monday, 13 May, from 10 a.m. to 8 p.m.

On 14 and 15 May registration will be carried out at the information desk located at the entrance of the hotel from 7:30 a.m. onwards.

Participants are requested to wear their identification badges in a visible manner in the area reserved for the CAM meeting and during the seminar sessions as well as at the social events.

9. WORKING LANGUAGES

The working languages of the 55th meeting of the UNWTO Commission for the Americas and of the Technical Seminar on Tourism and New Technologies of the UNWTO will be Spanish and English. Simultaneous interpretation will be provided in both languages.

10. WORKING DOCUMENTS

The participants are informed that, in compliance with the United Nations system's environmental protection policy, the working documents for the CAM meeting will not be distributed on paper at the venue of the event. Therefore, the participants are requested to bring their own set of documents. The document can be downloaded from the following link:

<http://americas.unwto.org/en/event/55th-meeting-unwto-commission-americas>

11. CURRENCY

Costa Rica's official currency is the Costa Rican Colón. The exchange rate applicable for March 2013 is 1.00€ = 647.41 CRC and \$1.00 US dollar = 499.42 CRC. All major credit cards are accepted: Amex, Master Card and Visa.

12. CLIMATE

The weather is tropical and uniform throughout the year. The average temperature in May in San José is between 19 and 24 °C. During the rainy season (May to November) mornings are usually sunny followed by a few hours of heavy rain during the afternoon.

13. LOCAL TIME

Official time in Costa Rica is GMT - 6

14. OPENING HOURS OF STORES AND BANKS

- Stores are open from 9 a.m. to 8 p.m.
- Banks are open Monday to Friday from 9 a.m. to 4 p.m., and on Saturdays from 9 a.m. to 1 p.m.

15. DRESS CODE

The participants are advised to wear light and waterproof clothes during these days. For meetings, men generally wear a jacket and tie and women normal business attire. Smart casual for social events.

16. ELECTRIC CURRENT:

The electric current in Costa Rica is 110 volts and 60 cycles Hz. Two pin

17. SOCIAL PROGRAM

Welcome dinner offered by the Ministry of Tourism of Costa Rica.