



UNITED NATIONS

**THRITY-THIRD MEETING OF THE PRESIDING OFFICERS OF THE REGIONAL CONFERENCE  
ON WOMEN IN LATIN AMERICA AND THE CARIBBEAN  
ECLAC  
Port of Spain, Trinidad & Tobago, 9-11 October 2001**

**GENERAL INFORMATION**

***Meeting venue***

The Thirty-third Meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean will be held in the La Boucan Room at the Trinidad Hilton located on Lady Young Road, Port of Spain, Trinidad and Tobago, telephone (1 868) 624-3211, fax (1 868) 623-9702.

***Registration of participants***

Registration of participants will begin on Tuesday October 9<sup>th</sup> at 8:30 a.m. in the hall outside the conference room.

***Opening session***

The meeting will begin at 9:30 a.m.

***Languages***

Simultaneous interpretation in Spanish and English will be provided.

***Hotel reservations***

The ECLAC Conference Services Unit has reserved a limited number of rooms with special rates at the Trinidad Hilton Hotel:

Single Room	US\$ 113.73
Double Room	US\$ 138.03

(Taxes and breakfast included)

**Reservations should be made through the ECLAC Conference Services Unit by filling out the attached hotel reservation form and providing the international credit card number to which the room(s) will be charged. Reservations must be requested by fax (56-2) 210-2279, by telephone (56-2) 210-2667 and 210-2668, or by e-mail [cguarachi@eclac.cl](mailto:cguarachi@eclac.cl) by October 1st at the latest.**

### ***Additional information***

Questions regarding the operational aspects of the meeting or hotel reservations should be directed to Ms. Cecilia Guarachi, Supervisor, ECLAC Conference Services Unit, telephone (56-2) 210-2667-210-2668, fax (56-2) 210-2279, e-mail [cguarachi@eclac.cl](mailto:cguarachi@eclac.cl)

### ***Transportation from the airport to Hilton Hotel***

The cab fare from the airport to the hotel ranges from US\$ 20.00 to US\$ 25.00.

### ***Climate***

Trinidad and Tobago has a tropical climate. October falls within its rainy season.

### ***Helpful hints***

Electric current in Port of Spain is 110 volts, 60 cycles AC.



TRIGESIMA TERCERA REUNIÓN DE LA MESA DIRECTIVA DE LA CONFERENCIA REGIONAL  
SOBRE LA MUJER DE AMÉRICA LATINA Y EL CARIBE  
*THIRTY-THIRD MEETING OF HEADS OF THE PRESIDING OFFICERS OF THE REGIONAL  
CONFERENCE ON WOMEN IN LATIN AMERICA AND THE CARIBBEAN*  
TRINIDAD, PUERTO ESPAÑA, 9-11 DE OCTUBRE DE 2001/*TRINIDAD, PORT OF SPAIN, 9-11 OCTOBER 2001*  
SOLICITUD DE RESERVA DE HOTEL/RESERVATION OF HOTEL ACCOMODATIONS

Nombre/ <i>First Name</i>		Apellido/ <i>Last Name</i>	
Jefe de Delegación <input type="checkbox"/> <i>Head of Delegation</i>	Delegado <input type="checkbox"/> <i>Delegate</i>	Observador <input type="checkbox"/> <i>Observer</i>	Invitado especial <input type="checkbox"/> <i>Special Guest</i>
Cargo oficial/ <i>Official Title</i> :			
Organismo o Institución/ <i>Organization or Institution</i> :			
Dirección/ <i>Address</i> :			
Ciudad/ <i>City</i> :		País/ <i>Country</i>	
Teléfono/ <i>Phone</i> :	Fax	E-Mail	
Hotel HILTON		Teléfono (1 868) fax (1 868) Trinidad, Puerto España	
Hab. Sencilla/ <i>Single Room</i> : US\$ 113,73			
Hab. Doble/ <i>Double Room</i> US\$ 138,03			
<i>(Impuesto y desayuno incluido/Tax &amp; breakfast included)</i>			

Tipo de habitación/*Type of Room*:

Sencilla/ <i>Single</i> <input type="checkbox"/>	Doble/ <i>Double</i> <input type="checkbox"/>
Fecha de llegada al país: <i>Date of arrival</i>	Nº de vuelo: <i>Flight No.</i>
Fecha de salida del país: <i>Date of departure</i>	Nº de vuelo: <i>Flight No.</i>

Autorizo el uso de la siguiente tarjeta de crédito a fin de garantizar mi reserva de hotel/  
*I authorize the use of my credit card to guarantee my hotel reservation:*

American Express <input type="checkbox"/>	Master Card <input type="checkbox"/>	Visa <input type="checkbox"/>	Otra/ <i>Other</i> <input type="checkbox"/>
Nº de tarjeta de crédito/ <i>Credit card No.</i>		Fecha vencimiento <i>Expiration Date:</i>	

LAS RESERVAS DEBEN SOLICITARSE DIRECTAMENTE A LA UNIDAD DE SERVICIOS DE CONFERENCIA DE LA CEPAL, TELÉFONO (56-2) 210-2667 Y 210-2668; FAX (56-2) 210-2279, EMAIL O [cguarachi@eclac.cl](mailto:cguarachi@eclac.cl) O [bchadwick@eclac.cl](mailto:bchadwick@eclac.cl) A MÁS TARDAR EL 1º DE OCTUBRE (RESERVATIONS SHOULD BE REQUESTED BY CONTACTING THE ECLAC CONFERENCE SERVICES UNIT, PHONE (56-2) 210-2667 AND 210-2668; FAX (56-2) 210-2279; EMAIL [cguarachi@eclac.cl](mailto:cguarachi@eclac.cl) O [bchadwick@eclac.cl](mailto:bchadwick@eclac.cl), BEFORE OCTOBER 1ST.