

As of 7 October 2008

<p><b>Accommodation</b></p>	<p><b>The Montien Hotel Bangkok (Surawongse)</b>                      54 Surawongse Road, Bangkok 10500, Thailand                      Tel. :(662) 233-7060-9 Fax: (662) 236-5218-9                      Website: <a href="http://www.montien.com/bangkok">http://www.montien.com/bangkok</a>                      E-mail:</p>
<p><b>CCOP Group Hotel Room Rates</b></p>	<p><b>Corporate Superior Room</b>                      Single occupancy – 3,200 Thai Baht .- net/ room/ night (inclusive of buffet breakfast)                      Twin occupancy – 3,700 Thai Baht .-net / room/ night (inclusive of buffet breakfast)</p> <p><i>The above rates are net in Thai Baht inclusive of 10% service charge and 7% government tax. In case if Thai government increases the percentage of tax collected on room or impose additional tax/levies, the hotel reserves the right to increase the percentage of tax accordingly.</i></p> <p>Upon checking in at the hotel, delegates will be requested to provide your credit card imprint or cash payment for one-night accommodation for guarantee. Please be prepared for such request.</p> <p><b>CCOP, as the organizer, will reserve the hotel rooms on behalf of all seminar delegates. Single rooms will be automatically reserved for each nominated delegate unless requested otherwise. Cancellation of room after 16:00 p.m. on Wednesday 1 October 2008 (GMT + 07:00) or no show will incur one night room charge which will fully be borne by the delegate. Any inquiry in regard to room reservation should be directed to the organizer.</b></p>
<p><b>Meeting Venue</b></p>	<p>Montienthip Room, Mezzanine floor</p>
<p><b>Meeting Package</b></p>	<p>2 coffee breaks and 1 International Buffet Lunch during the seminar will be sponsored by the project to all delegates.</p>
<p><b>Internet</b></p>	<p>Complimentary daily one-hour consecutive usage of hi-speed internet at Club 54 for in-house guests</p>
<p><b>Evening Functions</b></p>	<p>Welcome Dinner, 9 October (hosted by EPPM)                      Farewell Dinner, 10 October (hosted by EPPM)                      Details to be announced, Round-trip transport from Montien Hotel will be provided.</p>

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<p><b>Airport Transfer</b></p>	<p>Round-trip transfer service is arranged and sponsored by EPPM Program to both sponsored and own-cost foreign delegates according to their flight schedules. Representatives will wait at the arrival hall with <span style="border: 1px solid black; padding: 2px;">CCOP</span> signage.</p> <p>Note: Passengers no longer have to pay airport departure tax at Suvarnabhumi Airport.</p>
<p><b>Visa Requirements</b></p>	<p>Delegates will receive "Acceptance Letter" issued by the organizer via fax and/or E-mail for the travel approval from their organizations and for visa application. Kindly check and if necessary, apply and obtain entry visa to Thailand in advance.</p> <p>Note: The delegates must possess a passport valid for at least six months upon arrival.</p>
<p><b>Sponsorship</b></p>	<p><b>Daily Subsistence Allowance (DSA):</b> will be distributed to sponsored participants at registration on 9 October from 8:30-9:00 am. This covers accommodation (based on single occupancy rate), meals and any incidental expenses. Sponsored participants are to settle the payment of their room and personal expenses with the hotel directly. In case of compulsory overnight transit, the cost of extra nights will also be calculated into their DSA.</p> <p><b>Air-ticket:</b> CCOP will arrange the air-tickets for sponsored participants. Own-cost delegates are requested to inform CCOP of their flight details for local arrangements.</p>
<p><b>Travel Insurance</b></p>	<p>Delegates are strongly recommended to obtain the travel insurance plan that suits their needs.</p>
<p><b>Seminar Record</b></p>	<p>A CD-R containing presentations, final list and contact details of delegates and pictures will be distributed on the last day of the seminar.</p>
<p><b>Currency</b></p>	<p>USD 1 ~ THB 33.5</p>
<p><b>For more information, please contact</b></p>	<p><b>Mr. Simplicio P. Caluyong</b>  EPPM Project Coordinator  CCOP Technical Secretariat  CCOP Building  75/10 Rama VI Rd., Phayathai, Ratchathewi, Bangkok 10400, Thailand  Tel: +66 (0) 2644 5468 ext. 503, Fax: +66 (0) 2644 5431, Mobile +66 (0) 81 827 0527  E-mail <a href="mailto:ccop@ccop.or.th">ccop@ccop.or.th</a>, Website: <a href="http://www.ccop.or.th">www.ccop.or.th</a>, Skype: Sim Caluyong</p>