

GENERAL INFORMATION NOTE

CONFERENCE FACILITIES

The 45th Meeting of the Executive Committee will be held from **4-8 April 2004**, in Conference Room 3, ground floor, at the premises of the International Civil Aviation Organization (ICAO) located at 999 University Street Montreal, Quebec.

The seminar on the draft criteria on verification and data reporting for RMPs and multi-year agreements will be held on Saturday 9 April at 10:00 a.m. in the same Conference Room 3.

MEETINGS SCHEDULE

The meetings will take place from 10:00 -13:00 hrs, 15:00– 18:00 hrs at ICAO premises.

REGISTRATION

Participants are requested to collect their badges at the registration desk on Monday 4 April 2005 starting at 9:00 a.m.

HOTEL ACCOMMODATION

Participants to the Meetings are advised to make hotel booking as soon as possible. ICAO and UNMFS rates have been negotiated with the following hotels. Please refer to them.

Hotel Holiday Inn Select (Chinatown) (5 minute-walk to ICAO building)

CAN\$129 per night / single use. No breakfast included.

Telephone number: (514) 878 9888, toll free number: 1 888 878 9888 (world-wide),

Fax number: (514) 878 6341. E-mail address: reservations@hiselect.wul.com

Hotel Holiday Inn Montreal - Midtown (15 minute-walk to ICAO building)

CAN\$109 per night / single use. No breakfast included.

Telephone number: (514) 842 6111 or toll free number: 1 800 387 3042 (From Canada & USA),

Fax Number: (514) 842 9381. E-mail address: himidtown@rosdevhotels.com

Hotel Delta Centreville (across the road from ICAO building)

CAN\$144 (No breakfast included.), 169 (breakfast included) per night / single or double use.

Telephone number: (514) 879 1370, toll free number: 1 800 268 1133 (From Canada & USA),

Fax number: (514) 879 8589/1761, web site: www.deltahotels.com

Hotel La Tour Centre Ville (10 minute-walk to ICAO building)

CAN\$76 Studio / single use. No breakfast included.

CAN\$82 Small suite / single use. No breakfast included.

CAN\$85 large suite / single use. No breakfast included.

Telephone number: (514) 866 8861, toll free number: 1 800 361 2790 (From Canada & USA),

Fax number: (514) 866 7257, E-mail address: tcv.com@videotron.com

Hotel Taj Mahal (Berry Street and Boulevard de Maisonneuve – near the Central Bus Terminal)

About 10 minutes away from ICAO

CAN\$75 per night/single room and CAN\$90 per night with 2 beds, if is for one week or more the prices will be CAN\$70 per night/single room and CAN\$75 per night with 2 beds. No breakfast included.

Telephone number: (514) 849 3214, Toll free number: 1 800 613 3383 (From Canada & USA).

Fax number: (514) 849 9812

Le Square Phillips Hotel (7 minute-walk to ICAO building)

CAN\$115 per night/studio/single use / breakfast included. CAN\$ 105 Weekly rate. Please quote UNMFS rates. Telephone number: 514 393 1193, Fax number: 514 393 1192, web site:

www.squarephillips.com

L'Appartement Hotel (15 minute-walk to ICAO building)

CAN \$ 99 per night/ single use/ breakfast included. CAN \$ 91 Weekly rate. Please quote UNMFS rates. Telephone number: 514 284 3634. Fax: 514 287 1431, web site:

www.appartementhotel.com

All prices are exclusive of taxes, (GST 7% + QST 7.5%= 15.03%) and are in Canadian dollars. Tax refund is possible for non-Canadian citizens. The form GST 176 E (92/06) has to be completed and mailed back to Revenue Canada in Ottawa within one year of departure and for a minimum total claim of CAN \$7. The form may be obtained at the hotel reception counter.

AIRPORT / DOWNTOWN / AIRPORT TRANSPORTATION

Different services of bus and shuttle operate between Montreal, Pierre Elliot Trudeau International Airport (former Dorval Airport) and downtown, at intervals of 30 minutes, from 5 a.m. to 11 p.m. at the cost of CAN\$12 for a one way trip; and CAN\$20 for round trip. The estimated travel time is 45 minutes. The tickets can be purchased at the Airport or at the Central Station (across the road from ICAO building). A one way taxi ride between Montréal - Pierre Elliot Trudeau International Airport (former Dorval Airport) and the downtown area costs about CAN \$31.

VISAS

Please arrange for your entry visas from the Canadian Embassy or Consulate nearest to you. The letter of invitation issued by the Secretariat should be included in your submission of request for visas. Canadian authorities do not grant visa upon arrival at the airport.