



**FIFTH MEETING OF THE STATISTICAL CONFERENCE OF THE AMERICAS OF THE  
ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN**

**Bogota, 10 - 13 August 2009**

**GENERAL INFORMATION**

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### **MEETING VENUE**

The fifth meeting of the Statistical Conference of the Americas of the Economic Commission for Latin America and the Caribbean will be held from 10 to 13 August 2009 in the Salón Rojo II of the Hotel Crowne Plaza Tequendama Bogotá.

Hotel information:

#### **Crowne Plaza Tequendama Bogotá**

Address: Avenida Carrera 10, No. 26-21  
Bogota, Colombia  
Telephone: (57 1) 382-0300  
Fax: (57 1) 341-8399  
Web site: [www.cptequendama.com.co](http://www.cptequendama.com.co)

### **Registration of participants**

Registration of participants will begin on 10 August at 3:00 p.m.

For identification and security purposes, the pass provided by the secretariat of the conference must be worn visibly by participants on their person.

### **OPENING SESSION**

The opening session will begin at **6 p.m.** on 10 August.

### **LANGUAGES**

The official language of the meeting will be Spanish. Interpretation into English and French will be provided.

### **HOTEL RESERVATIONS**

The ECLAC Conference Services Unit has reserved a limited number of rooms at special rates:

Single room: \$ 205.000 (approximately US\$ 102). Breakfast included.  
Double room: \$ 265.000 (approximately US\$ 132). Breakfast included.

Requests for hotel reservations should be sent to:

Hotel Crowne Plaza Tequendama Bogota  
Claudia Franco or Diana Castro  
E-mail: [claudiap.franco@ihg.com](mailto:claudiap.franco@ihg.com); [diana.castro@ihg.com](mailto:diana.castro@ihg.com)  
Telephone: (57-1) 382-2929  
Fax: (57-1) 342-4739

Prices include VAT, hotel insurance per night breakfast, Internet access and transportation airport-hotel-airport.

Requests for hotel reservations should be sent directly to the hotel by 24 July. After this date the hotel cannot guarantee the special rate or the availability of rooms. To reserve a room, please use the form attached.

**To benefit from the special ECLAC rate, you are advised to make your reservation personally, not through an agency or other intermediary. Each participant is responsible for his or her own reservation and must check that the application has been processed by the hotel. Kindly request the reservation number or code for confirmation purposes. To guarantee your reservation, you must indicate your flight number, dates and times of arrival and departure and credit card type and number. All the information required is covered in the form attached.**

### **CURRENCY**

The currency used is the Colombian peso. The exchange rate is approximately 2,200 pesos to the United States dollar (US\$).

### **Coordination of the meeting**

The meeting is being organized by ECLAC and the National Administrative Department of Statistics of Colombia (DANE).

For additional substantive information, contact Mr. Máximo Aguilera, Statistics and Economic Projections Division of ECLAC, tel. (56-2) 210-2715, e-mail: [maximo.aguilera@cepal.org](mailto:maximo.aguilera@cepal.org) or Mr. Luis Fidel Yáñez, Legal Adviser of the Office of the Secretary of the Commission, tel. (56-2) 210-2275, e-mail: [luis.yanez@cepal.org](mailto:luis.yanez@cepal.org).

Questions regarding the operational aspects of the meeting should be addressed to Ms. Paula Warnken, Protocol Assistant, Office of the Secretary of the Commission, tel. (56-2) 210-2651, e-mail: [paula.warnken@cepal.org](mailto:paula.warnken@cepal.org), or Ms. Paula Fuenzalida, Statistics and Economic Projections Division of ECLAC, tel. (56-2) 210-2643, e-mail: [paula.fuenzalida@cepal.org](mailto:paula.fuenzalida@cepal.org).

### **HELPFUL HINTS**

<b>CURRENCY</b>	The currency used is the Colombian peso. The exchange rate is approximately 2,380 pesos to the United States dollar.
<b>LOCAL TIME</b>	GMT-1 hour
<b>ELECTRICITY</b>	110 volts AC (50 cycles).
<b>TIPPING</b>	Tips are not included in hotel or restaurant bills. It is customary to leave a tip of 10% to 15%.
<b>TAXIS</b>	Visitors are advised to take taxis at taxi stands located outside hotels, which charge standard, reasonable rates.

Visitors are advised to drink bottled water, since tap water, although drinkable, can upset the balance of bacterial flora.

As in all big cities, for security reasons, it is advisable to not wear expensive jewellery and to be careful with your handbag or briefcase.

### ***MEDICAL SERVICE***

The Hotel Tequendama has a medical service which will provide first aid in the event of an emergency.

In view of the existence of the type A influenza (AH1N1), those delegates and participants in the Conference who do not at present have health insurance that provides international coverage are advised to take out insurance that is valid for Colombia.

### ***TRANSPORTATION FROM THE INTERNATIONAL AIRPORT***

To go from the airport to the city, passengers may use the private taxis located inside the airport area. The average fare is US\$ 11 from the airport to the hotel area.

### ***ENTRY REQUIREMENTS FOR COLOMBIA***

Those holders of regular, diplomatic or official passports who require a visa should apply for one at the nearest Colombian embassy or consulate.

### ***COMMUNICATIONS***

At the meeting venue there will be a room with computers and Internet connections for delegates. Participants will also have access to telephones; they should make reverse-charge calls or use a phone card or credit card.

### ***SIGHTSEEING***

- Bogota has a large variety of tourist sites where visitors can appreciate the contrast between colonial-era buildings and modern ones.
- **Historic La Candelaria Sector**

We recommend a visit to the streets in this area, especially Calle 10 from Carreras 3 to 7, which contains beautiful mansions as well as numerous colonial churches and the Museo del Oro, which should not be missed.

Other important sites in the area include:

The Teatro Colón, Luis Angel Arango Library, Casa de La Moneda, Donación Botero Museum, Plaza de Bolívar and the Eje Ambiental on Avenida Jiménez, where an underground river was raised to ground level.

- **International sector**

In this sector, which surrounds the Hotel Tequendama, the following are located:

The Santa María bullring, the Museum of Modern Art, the National Museum, the District Planetarium, (incorporating, on its ground floor, the Museum of Bogota), the Church of San Diego, an example of colonial architecture.

- **Museums:**

- **Museo de Arte Moderno de Bogotá**

Calle 24 No. 6-00

Tuesday to Saturday: 10 a.m. to 5.30 p.m.; Sunday: 10 a.m. to 3.30 p.m.

- **Museo del Oro**

Carrera 6 Calle 16, Parque de Santander

Tuesday to Saturday: 9.00 a.m. to 4.30 p.m.; Sundays and holidays: 10 a.m. to 4.30 p.m. Closed on Mondays, including holidays.

- **Museo Botero**

Calle 11 No. 4-21; open 9.00 a.m. to 19.00 p.m.; Sundays and holidays from 10 a.m. to 5 p.m. Closed Tuesdays.

- **Museo Nacional de Colombia**

Carrera 7 No. 28-66.

Tuesday, 10 a.m. to 8 p.m.; Wednesday to Saturday, 10 a.m. to 6 p.m.; Sunday, 10 a.m. to 4 p.m.



NACIONES UNIDAS

CEPAL

## REQUEST FOR HOTEL ACCOMMODATION

FIFTH MEETING OF THE STATISTICAL CONFERENCE OF THE AMERICAS OF ECLAC

HOTEL CROWNE PLAZA TEQUENDAMA BOGOTA

Bogota, 10 - 13 August 2009

<b>Nombre/Name</b>		<b>Apellido/Last Name</b>	
<b>I. Dirección/Address:</b>			
<b>II. Ciudad/City:</b>		<b>País/Country</b>	
<b>Teléfono/Phone:</b>	<b>Fax</b>	<b>E-mail</b>	
Hotel Crowne Plaza Tequendama Bogota Avenida Carrera 10, No. 26-21 Bogota Attn: Claudia Franco or Diana Castro <a href="mailto:claudiap.franco@ihq.com">claudiap.franco@ihq.com</a> ; <a href="mailto:diana.castro@ihq.com">diana.castro@ihq.com</a> Tel. (57-1) 382-2929 Fax (57-1) 342-4739		Single room: 205.000 Colombian pesos. (Approximately US\$ 102) <input type="checkbox"/>	Double room: 265.000 Colombian pesos. (Approximately US\$ 132) <input type="checkbox"/>
		Price include VAT, hotel insurance per night breakfast, Internet access and transportation airport-hotel-airport.	
		To pay in U.S. dollars, the hotel will receive the rate established during your stay.	
<b>Fecha de llegada al país:</b> <i>Date of arrival</i>		<b>Nº de vuelo:</b> <i>Flight Nº.</i>	
<b>Fecha de salida del país:</b> <i>Date of departure:</i>		<b>Nº de vuelo:</b> <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/Other <input type="checkbox"/>
<b>Nº de tarjeta de crédito/Credit card No.:</b>			
<b>Fecha de vencimiento:</b> <i>Expiration date:</i>			

Requests for reservations must be sent by 24 July 2009 directly to the Hotel Crowne Plaza Tequendama Bogota, tel. (57 1) 382 0300, e-mail: [claudiap.franco@ihq.com](mailto:claudiap.franco@ihq.com); [diana.castro@ihq.com](mailto:diana.castro@ihq.com). After 24 July, the hotels reserve the right to change the rate and do not guarantee availability.