

# 19<sup>th</sup> MEETING OF THE SÃO PAULO FORUM

São Paulo, Brazil

July 31<sup>st</sup> – August 4<sup>th</sup> 2013

## ADDITIONAL INFORMATION

### 1. Pre-registration

1.1. It must be made at the following address:

<https://www.forodesaopaulo.org/inscripcion>

Filling in the application form generates a pre-registration, which shall be subject to confirmation and subsequent payment of the accreditation fee, plus the availability of space.

1.2. Registration can be done as: delegate, guest, observer, press.

Registrations as delegates, guests and observers need to be confirmed by the organizers and member parties. Therefore, it is essential to fill in the field “member party”.

1.3. If you have any questions, please write to: [contato@forodesaopaulo.org](mailto:contato@forodesaopaulo.org)

1.4. To ensure local logistical support, pre-registrations must be done by **June 30<sup>th</sup>**.

### 2. Transfer

2.1. There will be no transfer, except for the following item.

2.2. There will be roundtrip only from Braston Sao Paulo Hotel to the “Quadra dos Bancários”.

### 3. Registration

3.1. It will be at the Braston Sao Paulo Hotel, room Marfim F.

Address: Rua Martins Fontes, 330 – Consolação.

3.2. Staff will be available at this location throughout the period of activities of the 19<sup>th</sup> Meeting: July 29<sup>th</sup> to August 4<sup>th</sup>.

### 4. For the Working Group

4.1. We request the members of the Working Group to arrive in July 30<sup>th</sup>, to attend the meeting scheduled for the 31<sup>st</sup>.

4.2. The host party will cover the costs of lodging, meals and transfers for 32 people, **two people per country member of GT**. It is for each national delegation to decide who will be these two people per country.

4.3. It is important to inform us who are these two people from each country/national delegation member of the GT who will have the accommodation costs covered by the host.

4.4. Lunches for the GT will be in the same meeting room of the GT.

### 5. For the other participants

5.1. All other participants (except the 32 members mentioned in the previous section) must make their own reservations and pay their costs.

5.2. Please, find below a list of suggested hotels close to the venues.

## **7. Venues:**

- Hotel Braston São Paulo (Rua Martins Fontes, 330 – Consolação)
- Novotel Jaraguá (Rua Martins Fontes, 71 – Consolação)
- Quadra dos Bancários (Rua Tabatinguera, 192 – Centro)
- Casa de Portugal (Av. da Liberdade, 602 – Liberdade)

## **8. Bilateral meetings**

We ask to the parties and organizations interested in having a bilateral meeting with the São Paulo Forum to send us a formal request in order to schedule it.

## **9. Languages of the Meeting**

The official languages of the meeting will be Spanish and Portuguese.

Attention: THERE WILL BE NO TRANSLATION SERVICE.

## **10. Lunch**

10.1. We will offer lunch at Novotel Jaragua for the **delegates**.

10.2. We will not offer lunch for guests, observers and press. We will provide a list of nearby restaurants.

## **SUGGESTED HOTELS**

### **a) Novotel Jaraguá (4 stars)**

Rua Martins Fontes, 71 – Centro

Tel.: +55.11.2802-7000

E-mail: [reservas.novoteljaragua@accor.com](mailto:reservas.novoteljaragua@accor.com)

Internet: <http://www.novotel.com/pt/hotel-6224-novotel-sao-paulo-jaragua-conventions/index.shtml>

– <http://www.accorhotels.com/gb/hotel-6224-novotel-sao-paulo-jaragua-conventions/index.shtml>

Tariffs (breakfast not included):

– single: R\$ 295,05 (aprox. US\$ 150.00)

– double: R\$ 322,35 (aprox. US\$ 160.00)

Breakfast is served at the restaurant for R\$ 34,00 (US\$ 17.00).

### **b) Hotel Braston São Paulo (4 stars)**

Rua Martins Fontes, 330 – Consolação

Tel.: +55.11.3156-2410

Internet: <http://www.braston.com/>

Tariffs:

– single: R\$ 241,50 (aprox. US\$ 120.00)

– double: R\$ 278,25 (aprox. US\$ 140.00)

**c) Hotel Braston Augusta (3 stars)**

Rua Augusta, 467 – Consolação

Tel.: +55.11.3123-6000

Internet: <http://www.braston.com/>

Tariffs:

– single: R\$ 241,50 (aprox. US\$ 120.00)

– double: R\$ 278,25 (aprox. US\$ 140.00)

**d) Hotel Eldorado Boulevard São Luiz (4 stars)**

Av. São Luís, 234 – Centro

Tel.: +55.11.3638-8500

E-mail: [contato@hotelboulevard.com.br](mailto:contato@hotelboulevard.com.br)

Internet: <http://www.hotelboulevard.com.br/>

Tariffs:

– single: R\$ 210,00 (aprox. US\$ 105.00)

– double: R\$ 262,50 (aprox. US\$ 130.00)

**e) Hotel 155 (3 stars)**

Rua Martinho Prado, 173 – Consolação

Tel.: +55.11.3150-1555

E-mail: [contato@155hotel.com.br](mailto:contato@155hotel.com.br)

Internet: <http://www.155hotel.com.br/>

Tariffs:

– single: R\$ 199,50 (aprox. US\$ 100.00)

– double: R\$ 199,50 (aprox. US\$ 100.00)

**f) Hotel Linson (3 stars)**

Rua Augusta, 440 – Consolação

Tel.: +55.11.3138-6700

Internet: <http://www.linson.com.br/site/>

Tariffs:

– single: R\$ 189,00 (aprox. US\$ 95.00)

– double: R\$ 241,50 (aprox. US\$ 120.00)

**g) Hotel Moncloa (3 stars)**

Rua Augusta, 646 – Consolação

Tel.: +55.11.3256-2686

E-mail: [info@hotelmoncloa.com.br](mailto:info@hotelmoncloa.com.br)

Internet: <http://www.hotelmoncloa.com.br/>

Tariffs:

– single: R\$ 165,90 (aprox. US\$ 82.00)

– double: R\$ 193,20 (aprox. US\$ 96.00)