INTER-AMERICAN COMMISSION OF WOMEN

THIRTY-FOURTH ASSEMBLY OF THE DELEGATES AND REMIM-III
November 10-13, 2008
Santiago, Chile

OAS/Ser.L/II.2.34
CIM/doc.8/08
30 September 2008
Original: Spanish

INFORMATION BULLETIN

1. Venue and dates:

The Thirty-fourth Assembly of the Delegates of the Inter-American Commission of Women (CIM) and the Third Meeting of Ministers or of the Highest-Ranking Authorities Responsible for the Advancement of Women in the Member States-REMIM III, will be held in Santiago, Chile, from November 10-13, 2008. The sessions will take place in the San Cristóbal Sheraton Hotel and Convention Center, located on Avenida Santa María 1742, Santiago. www.sheraton.cl .

The inaugural session will be held on November 10, 2008 at 10:00 AM in the San Cristóbal Conference Room. The working meetings will be held in the Pedro de Valdivia AB and Pedro de Valdivia C Conference Rooms beginning at 11:15 AM on the same day.

The complete program of events and detailed information will be available during registration. The Government of Chile will offer luncheon to all the participants at the XXXIV Assembly of Delegates of the CIM on November 10, 11, and 12.

2. Coordination Offices:

Coordination OAS:
CIM Permanent Secretariat
1889 F Street, NW
Washington, D.C. 20006
USA
Tel: (202) 458 6084/6066
Fax: (202) 458 6094
Email: spcim@oas.org

Coordination Chile:
National Women's Service
Mrs. Maricel SAUTEREL
Mr. Pablo VARAS
Agustinas 1389
Santiago
Tel: (56-2) 5496146

Fax: (56-2) 5496249
Email: msauterel@sernam.cl pvaras@sernam.cl

3. Accommodations:

San Cristóbal Sheraton Hotel

The Government of Chile has reserved an initial block of rooms in the San Cristóbal Sheraton Hotel for the accommodations of the members of the delegations. In order to make a room reservation, please complete the form in Annex IV.

Reservations should be made as soon as possible. The hotel has a certain number of rooms reserved exclusively for participants at the two meetings. In order for reservations to be confirmed, requests must include a valid credit card number.

Type of room	**Number of rooms**	**Rate***
Single Room (Classic)	20	US$ 220 + tax
Double Room (Classic)	20	US$ 230 + tax
Grand Deluxe Room	40	US$ 290 + tax

* Rate includes buffet breakfast. .

Rooms will be reserved strictly in the order the reservation requests are received. Check-in begins at 15:00 and check-out is until 13:00. Participant must pay their hotel bill prior to check-out, and telephone calls and other charges, will be placed on each participant's account. If you pay your bill in US dollars or with an international credit card accompanied by your passport, you will be exempt of taxes.

Contacts at the San Cristóbal Sheraton Hotel:
Mr. Javier Ramírez, Account Manager, San Cristóbal Tower. Telephone: (56-2) 7070151. Email: javier.ramirez@sheraton.com

Mrs. Sara Contreras, Sales Executive, Sheraton Santiago & Convention Center. Telephone: (56-2) 7070688. Email: sara.contreras@sheraton.com

Additional Hotels:

1. Hotel Plaza San Francisco. Alameda Libertador Bernardo O'Higgins 816, Santiago
   www.plazasanfrancisco.cl
   Single Standard Room (US$ 179 + taxes)
   Double Standard Room (US$ 189 + taxes)

Foreigners are exempt from taxes when they pay in cash or with an international credit card.
Available: 10 rooms – Deadline: October 15
The indicated rates include:

- Breakfast Buffet in Bristol Restaurant.
- Check-in beginning at 15:00.
- Check-out until 12:00.

Contact: **Claudia Bravo A.** Executive of Corporate Accounts. Telephone: (56-2) 360 4403. Email: cbravo@plazasanfrancisco.cl

2. Intercontinental Hotel, Av. Vitacura 2885, Las Condes, Santiago. www.intercontinental.com
Simple Room (US$ 180 + taxes)
DeLuxe Room (US$ 250 + taxes)
The payment must be made in cash or credit card. Foreigners are exempt from taxes when they pay in cash or with an international credit card.
Available: 10 rooms – Deadline: October 15
The indicated rates include:

- American Breakfast.
- Check-in beginning at 15:00.
- Check-out until 12:00.

Contact: **Marcela González T.** Corporate Sales Manager. Telephone: (56-2) 394 2000; DDI: (56-2) 394 2115. Fax: (56-2) 394 2078. Email: marcela.gonzalez@internconti.cl

4. Air travel:

Roundtrip flights should be reserved with the airlines or travel agencies as far in advance as possible. International flights to and from Santiago arrive and depart from the Arturo Merino Benítez International Airport. .

5. Requirements for entering and exiting the country:

Delegates from countries required to have visas to enter Chile must apply as soon as possible for visas at the nearest Chilean Embassy or Consulate. Please find below a list of countries with the corresponding visa requirements for diplomatic and ordinary passports (Annex I).

6. Transportation from the airport:

The Government of Chile will arrange to receive all incoming the participants at the airport and their transportation to the hotels. Therefore, it is important that the delegates include all their flight information in the form in Annex III, which can be sent via fax or email to the OAS Coordination and/or the Chile Coordination (SERNAM).

7. Registration of participants:

The attached registration form (**Annex I**) and the corresponding credentials should be sent by email or fax to the address below no later than October 24, 2008, to expedite the registration procedure. Any other type of correspondence related to the Assembly of Delegates or REMIM III should also be sent to the following address:

Permanent Secretariat of the CIM
1889 F Street, NW #350
Washington, D.C. 20006
Tel: (202) 458-6084
Tel: (202) 458-6066
Fax: (202) 458-6094
E-mail: spcim@oas.org

Late registration will be at the hotel lobby on the first day of the Assembly. Delegations are kindly requested to present a copy of their official credentials when registering.

8. Languages and work documents:

The work sessions of the two Meetings will be conducted in the official languages of the Organization: Spanish, English, French, and Portuguese. Simultaneous interpretation services will be provided in these languages.

9. Communications:

There will be a room for Delegates at the hotel venue with computers and internet access, as well as telephone access for local calls. For international calls, participants must use the room phones, and they will be responsible for paying the bill before departure.

10. Currency:

The monetary unit in Chile is the Peso, whose value as of September 30, 2008, was 550 Pesos for each US Dollar. Credit cards (American Express, Master Card, or Visa) are accepted at most hotels and general places of business. In the hotel venue, as well as in commercial and banking areas, ATM machines are available 24 hours per day.

11. Climate:

During the month of November, the minimum average temperature in the City of Santiago is 16º C / 65º F and the maximum is 28º C / 85º F.

12. Local Time:

Beginning in the month of October, the local time is GMT -5.

13. Electric current:

The electric current is 220 volts AC and 60 Hz.

14. Medical service:

The INDISA Clinic, which has 24-hour service, is located in the adjoining building of the Sheraton Hotel. Participants with health concerns are welcome to use this facility. Participants can purchase travel insurance to cover any accidents, illness, civil responsibility for third-party damages, temporary or permanent disability, or death that could occur during the trip or stay in Chile, The Chilean Government is not liable for any risk.

ANEXO / ANNEX I

XXXIV Assembly of Delegates of the Inter-American Commission of Women/
XXXIV Asamblea de Delegadas de la Comisión Interamericana de Mujeres
Tercera Reunión de Ministras o Autoridades a más Alto Nivel
Responsables de las Políticas de las Mujeres en los Estados Miembros-REMIM III/
Third Meeting of Ministers or of the Highest-Ranking Authorities Responsible for the Advancement of Women in the Member States-REMIM III

PAIS/COUNTRY	REQUERIMIENTO DE VISA PARA PASAPORTE DIPLOMATICO/ DIPLOMATIC PASSPORT REQUIREMENTS:	REQUERIMIENTO DE VISA PARA PASAPORTE TURISTA/ TOURIST PASSPORT REQUIREMENTS
Antigua y Barbuda	Sí/Yes	No
Argentina	No	No
Bahamas	Sí/Yes	No
Barbados	Sí/Yes	No
Belice	Sí/Yes	No
Bolivia	No	No
Brasil	No	No
Canadá	Sí/Yes	No*
Colombia	No	No
Costa Rica	No	No
Dominica	No	No
Ecuador	No	No
El Salvador	No	No
Grenada	Sí/Yes	No
Guatemala	No	No
Guyana	Sí	Sí
Haití	Sí	No
Honduras	No	No
Jamaica	Sí/Yes	No
México	No	No**
Nicaragua	No	No
Panamá	No	No
Paraguay	No	No
Perú	No	No
República Dominicana	No	No
St. Kitts y Nevis	No	No
St. Lucia	Sí/Yes	No
St. Vicente y las Granadinas	Sí/Yes	No
Suriname	No	No
Trinidad y Tobago	Sí/Yes	No
USA-Estados Unidos	Sí/Yes	No***
Uruguay	No	No
Venezuela	No	No

*Impuesto de salida en Aeropuerto/Tax payment at the airport US$ 132, por reciprocidad
** Impuesto de salida en Aeropuerto/Tax payment at the airport US$ 23, por reciprocidad
*** Impuesto de salida en Aeropuerto/Tax payment at the airport US$ 131, por reciprocidad

ANEXO / ANNEX II

XXXIV Assembly of Delegates of the Inter-American Commission of Women/
XXXIV Asamblea de Delegadas de la Comisión Interamericana de Mujeres
Tercera Reunión de Ministras o Autoridades a más Alto Nivel
Responsables de las Políticas de las Mujeres en los Estados Miembros-REMIM III/
Third Meeting of Ministers or of the Highest-Ranking Authorities Responsible for the Advancement of Women in the Member States-REMIM III

November 10 – 13, 2008

Santiago, Chile

REGISTRATION FORM / FORMULARIO DE INSCRIPCIÓN

Country or Organization /
País u Organización: **.....……...……..……..**

Member of delegation / Miembro de delegación ♂CIM Principal Delegate / Delegada Titular ante CIM

♂CIM Alternate Delegate /Delegada Suplente ante CIM

♂Observer / Observador

♂Other / Otros

NAME / NOMBRE: **……...……...……..……**

POSITION / CARGO**: ...……...……...……..**

...……...……..……

ADDRESS / DIRECCIÓN: **….....……..……**

TELEPHONE / TELÉFONO: **(….....……)……...……..……...……**

FAX: **(…….....…)……...……..……..**

E-MAIL /
CORREO ELECTRÓNICO: **……..…@……...……...…….....….**

SIGNATURE / FIRMA**: _____**

ANEXO / ANNEX III

XXXIV Asamblea de Delegadas de la Comisión Interamericana de Mujeres/
XXXIV Assembly of Delegates of the Inter-American Commission of Women/

Tercera Reunión de Ministras o Autoridades a más Alto Nivel
Responsables de las Políticas de las Mujeres-REMIM III/
Third Ministers or of the Highest-Ranking Authorities Responsible for the Advancement of Women
in the Member States-REMIM III
10 al 13 de noviembre de 2008
Santiago, Chile

Formularios coordinación traslados Aeropuerto/ Hotel/Aeropuerto
para las Delegaciones/
Form for Transportation from Airport/Hotel/Airport
for the Delegations

Apellidos/Last Name	Nombre/ First Name	
Cargo/ Position		
Organización / Organization		
País/ Country		
Teléfono/ Telephone	Fax	Correo Electrónico/ E-mail

Información de Llegada/Arrival Information

Fecha de llegada a/ Date of Arrival	Hora de llegada/ Hour of Arrival	Aerolínea y número de vuelo/ Airline and Flight Nº

Información de salida/ Departure Information

Fecha de salida/ Date of Departure	Hora de salida / Hour of Departure	Aerolínea y número de vuelo/ Airline and Flight Nº

Nombre del hotel reservado/ Name of Hotel

Por favor enviar este formulario, a más tardar el 3 de Noviembre de 2008, al Servicio Nacional de la Mujer, Santiago-Chile /Please submit this form no later than November 3, 2008 to SERNAM, Santiago, Chile

Atención: Maricel Sauterel – Pablo Varas
E-mail: msauterel@sernam.cl – pvaras@sernam.cl
Fax: 56-2-5496249

ANEXO / ANNEX IV

XXXIV ASAMBLEA DE DELEGADAS/XXXIV ASSEMBLY OF DELEGATES
TERCERA REUNIÓN DE MINISTRAS O AUTORIDADES A MÁS ALTO NIVEL RESPONSABLES DE LAS POLÍTICAS DE LAS MUJERES-REMIM III/
THIRD MEETING OF MINISTERS OR OF THE HIGHEST-RANKING AUTHORITIES RESPONSIBLE FOR THE ADVANCEMENT OF WOMEN IN THE MEMBER STATES (REMIM-III)
Santiago Chile, 10 al 13 de Noviembre 2008 – November 10-13, 2008
Favor enviar su reserva antes del 15 Octubre 2008/Send you request before October 15, 2008

Apellido/Last Name_____ **Cargo/Position** _____
Nombre/First Name_____ **Masculino/Male** ☐ **Femenino/Female** ☐
Organización/Organization_____

Dirección/Address_____

Código Postal/Zip Code _____ **Ciudad/City**_____**Pais/Country**_____

Tel: _____ **Fax:** _____**E-mail:** _____

Por favor marcar con una X su elección (por noche, por habitación.)

SHERATON SANTIAGO HOTEL & CONVENTION CENTER

Clasica Single	**US$ 220+TAX**	☐
Clasica Doble	**US$ 230+TAX**	☐

SAN CRISTOBAL TOWER A LUXURY COLLECTION HOTEL

Grand Deluxe single	**US$290+TAX**	☐

Tarifa incluye desayuno buffet. Es importante destacar que al pagar su cuenta en Dólares o Tarjeta de Crédito Internacional y teniendo su pasaporte queda exento de pagar impuesto en alojamiento/Includes Breakfast -Tax Exempt if it is paid in US$ or Credit Card with your passport

Llegada-Arrival/ Salida-Departure

Día de Llegada/Arrival: _____ Numero de Vuelo/Flight No._____ Hora/Hour: _____
Día de Salida/Departure:_____ Número de Vuelo/Flight No. _____Hora/Hour:_____

Requerimientos: Habitación Fumador ☐ Habitación NO Fumador ☐
Requerimientos Especiales/Special Request:_____

- Horario de Check-in: 15:00hrs .
- Horarios de Check-out 13:00hrs.

Detalles de Pago y Garantías de Reservas/
Tarjeta Crédito/Credit Card: **Amex** ☐ **Diners** ☐ **Master** ☐ **Visa** ☐
N° Tarjeta de Crédito: _____**Código de Seguridad**_____**Fecha expiración :**_____

Firma/Signature:_____ **Fecha/Date:**_____

Favor enviar su confirmación de reserva:
Sr. Javier Ramirez Account Manager San Cristobal Tower / Teléfono: 56-2 7070151 javier.ramirez@sheraton.com
Sra. Sara Contreras Ejecutiva de Ventas Sheraton Santiago & Convention Center/ Teléfono: 7070688 sara.contreras@sheraton.com