Information for Participants

I. General

1. The fourth Meeting of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation is scheduled to be held at the United Nations Conference Centre (UNCC), in Bangkok, from 22-23 March 2018. The opening of the session will take place at 0900 hours on Thursday, 22 March 2018 by Mr. Hongjoo Hahm, ESCAP Deputy Executive Secretary in Conference Room 4, first floor of UNCC. All subsequent meetings will also be held from 0900 hours to 1200 hours and 1400 hours to 1700 hours.

2. The fifth meeting of Legal and Technical Working Groups of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation will be held at Conference Room 4, UNCC from 0900 to 1700 hours on 20 March 2018 and from 0900 to 1000 hours on 21 March 2018. Please note that there would be working groups breakout session during 1400 – 1700 hours on 20 March 2018 (The Technical Working Group would convene in Conference Room 4, while the Legal Working Group would convene at Meeting Room F). The Capacity Building Workshop on Cross-border Paperless Trade Facilitation: Implications of Emerging Technologies will also be held at the same venue from 1030 to 1700 hours on 21 March and from 0900 to 1200 hours on 23 March 2018.

II. Registration and identification badge

3. In order to enable more effective access control and speed up the screening by security personnel, ESCAP uses photo badges for meeting participants. These are requested to register and obtain meeting badges with photo at the registration
counter, located on the ground floor, UNCC, from 0830 to 0930 hours on 20, 21 and 22 March 2018. Participants who are not able to register during the time indicated above are requested to do so upon their arrival at UNCC and before going to the conference room. Only the names of duly registered participants will be included in the list of participants.

4. For identification and security reasons, all participants are requested to wear their meeting badges at all times in the United Nations complex such as during meetings and social functions. The loss of a meeting badge should be communicated to the Conference Management Unit, located on the ground floor of the UNCC behind the registration counter, so that a new one can be issued immediately.

III. Travel Advisory

5. Participants are advised to be respectful of Thai customs at all times. Please note that Thailand has laws against making negative comments about the institution of the monarchy. Such laws are strictly enforced and are applicable to spoken, written, gestures and electronic communication, including social media.

IV. Visa requirements

6. Participants are REQUIRED to obtain an appropriate entry visa from the Royal Thai Embassy or the Royal Thai Consulate-General before entering to Thailand, EXCEPT for those nationals listed below.

List of countries and territories entitled for visa exemption and visa on arrival

<table>
<thead>
<tr>
<th>For Ordinary passport</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Visa exemption for a maximum of 14 days</strong></td>
</tr>
<tr>
<td>Cambodia</td>
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<tr>
<td>Myanmar (International Airports only)</td>
</tr>
<tr>
<td><strong>B. Visa exemption for a maximum of 30 days</strong></td>
</tr>
<tr>
<td>Australia</td>
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<tr>
<td>Austria</td>
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<td>Bahrain</td>
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<td>Belgium</td>
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<td>Brunei Darussalam</td>
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<td>Canada</td>
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<td>Czech Republic</td>
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<td>Denmark</td>
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<td>Estonia</td>
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<td>Finland</td>
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<td>France</td>
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<tr>
<td>Germany</td>
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<tr>
<td>Greece</td>
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<tr>
<td>Hong Kong, China</td>
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<tr>
<td>Hungary</td>
</tr>
<tr>
<td>Country</td>
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<tr>
<td>------------------------------</td>
</tr>
<tr>
<td>Turkey</td>
</tr>
<tr>
<td>United Arab Emirates</td>
</tr>
</tbody>
</table>

**C. Visa exemption for a maximum of 90 days**

- Argentina
- Brazil
- Chile
- Peru
- Republic of Korea

**For Diplomatic / Official Passport**

**A. Visa exemption for a maximum of 30 days**

- Brunei Darussalam
- Cambodia
- China
- Ecuador
- Hong Kong, China
- Indonesia
- Kazakhstan
- Laos
- Macao, China
- Mongolia
- Myanmar
- Oman
- Pakistan (Diplomatic Passport only)
- Singapore
- Vietnam

**B. Visa exemption for a maximum of 90 days**

- Albania
- Argentina
- Austria
- Belarus
- Belgium
- Bhutan
- Brazil
- Chile
- Colombia
- Costa Rica
- Croatia
- Czech Republic
- Estonia (Diplomatic Passport only)
- France (Diplomatic Passport only)
- Germany
- Hungary
- India
- Israel
- Italy
- Japan
- Korea
- Liechtenstein
- Luxembourg
- Malaysia
- Mexico
- Montenegro
- Morocco
- Netherlands
- Nepal
- Panama
- Peru
- Poland
- Romania
- Russian Federation
- Serbia
- Slovak Republic
- South Africa
- Spain (Diplomatic Passport only)
- Sri Lanka
- Switzerland
- Tajikistan
- Tunisia
- Turkey
- Ukraine
- Uruguay

**Visa on arrival (for a maximum of 15 days)**

- Andorra
- Bulgaria
- Bhutan
- China
- Cyprus
- Ethiopia
- Fiji
- India
- Kazakhstan
- Latvia
- Lithuania
- Maldives
- Malta
- Mauritius
- Papua New Guinea
- Romania
- San Marino
- Saudi Arabia
- Taiwan
- Ukraine
- Uzbekistan

*Above information is updated as of 17 November 2017 by the Department of Consular Affairs, Ministry of Foreign Affairs of Thailand*

7. Participants holding UN Laissez-Passer (UNLP) travelling on official business to Thailand are REQUIRED to obtain an appropriate visa before entering.
8. To apply for an appropriate entry visa to Thailand, participants are required to contact the respective Royal Thai Embassy/Consulate-General for accurate information regarding visa application procedures and required documents. The list of Royal Thai Embassy/Consulate-General can be found at www.thaiembassy.org.

9. Participants who may wish to apply for a visa outside their country of residence or reside in a country where there is no Royal Thai Embassy/Royal Thai Consulate should check with the meeting organizer for the location where it is possible for them to apply for a Thai visa. Please note that certain nationalities, for security reasons, are not allowed to apply for a visa except at the Royal Thai Embassy/Consulate-General which has jurisdiction over the concerned territory.

10. Participants who may need further assistance from UNESCAP on their visa application should contact the meeting organizer for necessary actions.

11. Participants who wish to apply for a visa on arrival at Suvarnabhumi International Airport (valid for 21 nationalities listed in the above table) should follow the below requirements:

   (a) The applicant must possess a passport with the validity of at least six months and must be in possession of a valid return ticket with date of departure within 15 days of the date of entry;

   (b) The applicant must fill out an application form, which is available at the Visa-on-Arrival counter at Suvarnabhumi International Airport, supply one recent passport-sized photograph and a fee of Baht 2,000.

   NOTE: The information provided above is accurate as of January 2018. All participants are advised to consult with the Royal Thai Embassy/Consulate in their respective countries regarding the latest applicable immigration requirements prior to their departure to Thailand.

12. Furthermore, in line with security procedures for United Nations staff, travel notification through the Travel Request Information Process (TRIP) is required prior to any official travel to a non-phase area. Upon notification of travel on TRIP, United Nations staff members will automatically receive an updated security advice for United Nations visitors to Thailand. Please visit https://dss.un.org to apply for this travel notification. United Nations staff are required to complete both the “Basic Security in the Field” and “Advanced Security in the Field” training before travelling.

V. Weather

13. The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The conference rooms where the meetings are to be held are air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (73-75 degrees Fahrenheit).
VI. Electric Plug and Socket

14. The electric power in Thailand is 220V running at 50Hz and the plug types used are either type A, type B, or type C*. A hybrid socket is almost universally found, which accepts a combination of the aforementioned plug types. Delegates are strongly encouraged to carry their own adapters for use with laptops and other electrical appliances as the Secretariat will not be able to provide these. In case of need, adapters can be purchased from shops in the city dealing in electronic and electrical items.

VII. Health and vaccination

15. Upon arrival at the port of entry in Thailand, participants who are nationals of or have traveled from/through countries listed below, which have been declared Yellow Fever infected areas. Travelers must provide an International Health Certificate at the Health Control Office upon arrival before proceeding to immigration, proving that they have received a valid Yellow Fever vaccination. A valid vaccination certificate means that the vaccine was administered at least 10 days prior to travel to the affected country. The International Health Certificate must also be submitted together with the visa application form.

16. The countries/areas listed below have been declared yellow fever infected areas:

1. Angola 24. Guyana
4. Brazil 27. Mali
5. Benin 28. Mauritania
8. Cameroon 31. Panama

*http://www.iec.ch/worldplugs/ (accessed on 19 January 2017)
10. Chad 33. Peru
11. Colombia 34. Rwanda
12. Republic of Congo 35. Sao Tome & Principe
13. Cote d’Ivoire 36. Senegal
15. Ecuador 38. Somalia
16. Equatorial Guinea 39. South Sudan
17. Ethiopia 40. Sudan
18. French Guiana 41. Suriname
19. Gabon 42. Tanzania
20. Gambia 43. Togo
21. Ghana 44. Trinidad & Tobago
22. Guinea 45. Uganda
23. Guinea-Bissau 46. Venezuela

17. Thailand is currently experiencing ongoing sporadic transmission of the mosquito-borne Zika virus. All travelers are advised to protect themselves from mosquito bites while in Thailand. Given possible transmission of the disease to unborn babies, pregnant women should consider postponing travel to Thailand or talk to their doctor about the implications of traveling to Thailand during this time.

18. In addition to the above, Medical Services Division at HQ advises that pregnant UN Personnel, should not undertake duty travel or be relocated to countries/areas where local transmission of Zika virus is known to occur. Women who are seeking pregnancy, should obtain individual advice from their medical practitioner, on risk management regarding their plans to travel into a Zika-affected area.

19. First-aid and emergency medical service is available at the Medical Centre, which is located on the ground floor of the UNCC, during weekdays. The ESCAP Medical Officer and Nurse are available from 0730 to 1545 hours, with the exception of lunch time from 1200 to 1245 hours. Appointments may be made through extensions 1352 or 1761.

20. Delegates are strongly encouraged to subscribe, to a travel or health insurance plan which is valid in the Kingdom of Thailand, in order to cover any medical bills or hospitalization fees.

21. The United Nations buildings are smoke-free areas. Smoking is permitted only in the designated areas outside of the buildings as shown in the layout below in grey.
VIII. Foreign currency declaration

22. Any person who brings or takes an aggregate amount of foreign currency exceeding US$ 20,000 or its equivalent into or out of the Kingdom of Thailand, shall declare such amount of foreign currency to a Customs Official. Failure to make such a declaration or making any false declaration to a Customs official is a criminal offence.

23. Currency exchange facilities are available at hotels and all over Bangkok. Such services are also available at the Siam Commercial Bank, United Nations Branch, which is located on the first floor of the Service Building (telephone extension 2168). The Bank opens from 0830 to 1530 hours, with no lunch break, from Monday to Friday.

IX. Airline reservations

24. Many international airlines operate regular services to and from Bangkok. Participants are advised to secure their return bookings prior to their departure for Bangkok. If this is not possible, they should make firm return bookings immediately upon arrival in Bangkok. Travel services are available through the American Express office located on the fourth floor of the Service Building.

X. Hotel accommodation

25. The following hotels, located relatively close to ESCAP, have been designated as recommended hotels for which the room rates indicated below are inclusive of service charge and value added tax.
<table>
<thead>
<tr>
<th>Name and address</th>
<th>Driving distance to UNCC (minutes)</th>
<th>Room type</th>
<th>Daily room rates (baht)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Royal Princess Larn Luang Hotel</strong>*&lt;br&gt;269 Larn Luang Road&lt;br&gt;Bangkok&lt;br&gt;Tel: (66-2) 281 3088&lt;br&gt;Fax: (66-2) 280 1314&lt;br&gt;E-mail: <a href="mailto:rsvnsup@royalprincesslarnluang.com">rsvnsup@royalprincesslarnluang.com</a>&lt;br&gt;Website: <a href="http://www.royalprincesslarnluang.com">www.royalprincesslarnluang.com</a>&lt;br&gt;<strong>Contact person:</strong>&lt;br&gt;Mr. Thamrong</td>
<td>5-10</td>
<td>Superior&lt;br&gt;Superior plus&lt;br&gt;Deluxe</td>
<td>2,800&lt;sup&gt;a/b/c/d&lt;/sup&gt;&lt;br&gt;3,100&lt;sup&gt;a/b/c/d&lt;/sup&gt;&lt;br&gt;3,400&lt;sup&gt;a/b/c/d&lt;/sup&gt;</td>
</tr>
<tr>
<td><strong>Nanda Heritage Hotel</strong>&lt;br&gt;632 Wisut Kasat Road&lt;br&gt;Pra Nakorn District&lt;br&gt;Bangkok 10200&lt;br&gt;Tel: (66-2) 282 2900&lt;br&gt;Fax: (66-2) 282 2904&lt;br&gt;Email: <a href="mailto:info@nandaheritage.com">info@nandaheritage.com</a>&lt;br&gt;Website: <a href="http://www.nandaheritage.com">www.nandaheritage.com</a>&lt;br&gt;<strong>Contact person:</strong>&lt;br&gt;Mr. Kongpang</td>
<td>3-5</td>
<td>Superior&lt;br&gt;Deluxe</td>
<td>2,200&lt;sup&gt;a/c&lt;/sup&gt;&lt;br&gt;3,200&lt;sup&gt;a/c&lt;/sup&gt;</td>
</tr>
<tr>
<td><strong>Trang Hotel</strong>*&lt;br&gt;99/1 Wisut Kasat Road&lt;br&gt;Bangkok&lt;br&gt;Tel: (66-2) 281 1402-3, 282 2141-4&lt;br&gt;Fax: (66-2) 280 3610&lt;br&gt;E-mail: <a href="mailto:reservations@tranghotelbangkok.com">reservations@tranghotelbangkok.com</a>&lt;br&gt;Website: <a href="http://www.tranghotelbangkok.com">www.tranghotelbangkok.com</a>&lt;br&gt;<strong>Contact person:</strong>&lt;br&gt;Ms. Thongtem</td>
<td>5-10</td>
<td>Superior&lt;br&gt;Premium&lt;br&gt;Deluxe</td>
<td>1,400&lt;sup&gt;a/c/d&lt;/sup&gt;&lt;br&gt;1,600&lt;sup&gt;a/c/d&lt;/sup&gt;&lt;br&gt;1,800&lt;sup&gt;a/c/d&lt;/sup&gt;</td>
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<tr>
<td>**Nouvo City Hotel ***&lt;br&gt;Samsen Soi 2, Samsen Road&lt;br&gt;Banglumpoo, Bangkok 10200&lt;br&gt;Tel: (66 2) 282 7500 to 7515 ext. 127&lt;br&gt;E-mail: <a href="mailto:rsvn.nouvo@gmail.com">rsvn.nouvo@gmail.com</a>&lt;br&gt;Website: <a href="http://www.nouvocityhotel.com">www.nouvocityhotel.com</a>&lt;br&gt;Contact person:&lt;br&gt;Ms. Stellar Anghao</td>
<td>10-15</td>
<td>Standard&lt;br&gt;Deluxe Canal&lt;br&gt;Grand Deluxe</td>
<td>1,600&lt;sup&gt;a/b/c/d&lt;/sup&gt;&lt;br&gt;1,900&lt;sup&gt;a/b/c/d&lt;/sup&gt;&lt;br&gt;2,200&lt;sup&gt;a/b/c/d&lt;/sup&gt;</td>
</tr>
<tr>
<td><strong>Ibis Styles Bangkok Khaosan Viengtai</strong>*&lt;br&gt;42 Rambuttiri Road Banglampu&lt;br&gt;Bangkok 10200&lt;br&gt;Tel: (66 2) 280 5434 ext. 2850, 2823&lt;br&gt;Contact person: Ms. Nootjaree/Mr. Isarapong&lt;br&gt;Email: <a href="mailto:H9906-re@accor.com">H9906-re@accor.com</a>, <a href="mailto:H9906-SL1@accor.com">H9906-SL1@accor.com</a>&lt;br&gt;Website: <a href="http://www.ibisstylesbangkokkhaosan.com">www.ibisstylesbangkokkhaosan.com</a></td>
<td>15-20</td>
<td>Standard (king &amp; twin)</td>
<td>1,800&lt;sup&gt;a/b/c/d&lt;/sup&gt;</td>
</tr>
<tr>
<td>Name and address</td>
<td>Driving distance to UNCC (minutes)</td>
<td>Room type</td>
<td>Daily room rates (baht)</td>
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<td></td>
<td></td>
<td></td>
<td>Single</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Double</td>
</tr>
</tbody>
</table>

Notes:

a. Inclusive of daily breakfast, service charge and government tax.
b. Complimentary transport services provided according to fixed schedules, from the hotel to UNCC in the morning and back to the hotel in the evening.
c. Free Internet access/WiFi.
d. Block-booked rooms are available.

26. Participants are requested to contact the hotel directly at least 10 working days in advance. To arrange a reservation, please complete the hotel reservation form provided by the secretariat on the last page of this note and send it by email directly to the selected hotel with a copy to thongprapai.unescap@un.org to book hotel room.

27. Rooms are available to participants on a first-come, first-served basis. Any cancellations, postponements or other changes should be notified to the hotel at least 48 hours in advance. Rooms not occupied in accordance with the latest advice will be held for 24 hours at the participant’s expense and then released.

28. The rates provided in the table are as of January 2018 and subject to change without notice. Please confirm the room rates with the hotel directly.

XI. Payment of hotel accounts

29. Before departure from Bangkok, participants should settle directly with the respective hotels all accounts, including room charges and other expenses, such as for local and long-distance telephone calls, Internet use, business center use, laundry, room and hotel transportation services, mini-bar items, as well as restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to late arrival or rescheduled departure for which inadequate prior notice is given.

XII. Transport from and to the Airport

30. Participants should make their own transportation arrangements from Suvarnabhumi Airport or Donmuang International Airport to their respective hotels. Limousine, metered-taxi and bus services are readily available at the airport. Detailed information about the respective airports can be found at http://www.suvarnabhumiairport.com and http://www.donmuangairport.com
31. To avail themselves of the airport limousine service, it is strongly recommended that participants contact only the authorized officials at the counters located in the airport arrival zone. These officials will issue a ticket for the assignment of a limousine for transporting passengers to the desired destination, upon request. The Suvarnabhumi International Airport limousine service counters are located on the second floor at Baggage Claim and Arrival Hall exits, channels A, B and C. For public taxi, participants are advised to proceed to the first floor of the Passenger Terminal, between exit doors 4 and 7, outdoor area, where they will find automatic dispensing machines from which they can collect a queuing ticket for a public taxi. In addition to toll fees, there is a 50 Baht surcharge to be added to the meter charge from airport to the city. Please refer to the airport website noted above for details.

XIII. Transport to attend meetings

32. Participants should make their own transport arrangements to and from the UNCC. Metered-taxis are readily available in the city. List of hotels that provide transportation from/to hotel and UNCC is indicated in item 25.

XIV. Internet services

33. Free wireless internet access is available in all conference and meeting rooms and in the public areas of the UNCC. No password is required.

XV. Catering services

34. Catering services are available at the following locations: 
   Cafeteria, which serves Thai and international lunch, located on level 1 of UNCC, is open from 1100 to 1400 hours for lunch on Monday through Friday.
   Canteen, which serves Thai lunch, located on the ground floor of the Service Building, is open from 0700 to 1300 hours on Monday through Friday.
   Coffee Corner, which serves sandwiches, pastries, coffee, tea and soft drinks, located on level 1, UNCC, is open from 0700 to 1700 hours.
   Rajapruek Lounge, which serves light meals and beverages, located on the ground floor of the UNCC, is open from 0700 to 1700 hours on Monday through Thursday, and from 0700 to 2000 hours on Friday.

XVI. Communications

35. Mail intended for participants during the session should be addressed as follows:

(Name of delegate)
c/o ESCAP Secretariat
United Nations Building
Rajdamnern Nok Avenue
Bangkok 10200
Thailand
Fax: +66.2.2883022, +66.2.2881000
E-mail address: escap-conference-management@un.org
XVII. Meeting documents

36. Participants are requested to bring with them copies of the meeting documents distributed by the ESCAP secretariat to their Governments/Agencies/Organizations prior to the session. Only a limited number of copies of such documents will be available during the session.

37. Documents for circulation or distribution at the session should be handed to Mr. Sangwon Lim, Economic Affairs Officer, in advance. In accordance with the United Nations regulations for the control and limitation of documentation, the secretariat cannot undertake to process and/or reproduce documents or a statement submitted by individual delegations, unless the Commission specifically takes a decision to that effect and approves the financial implications thereof.

XVIII. Accessibility support for persons with disabilities

38. In order to enhance accessibility to the United Nations Conference Centre (UNCC) for persons with diverse disabilities, whether visual, physical, brain lesions, hearing or speech impairments, a set of assistive devices are available upon request in a designated area at the Accessibility Centre, first floor, UNCC. For more information please email escap-conference-management@un.org.

XIX. Library facilities

39. ESCAP Library facilities are available on the first floor, Service Building from 0730 to 1600 hours, Monday through Friday. For details on the use of the ESCAP Library facilities, please consult the staff on duty at the Library or call extensions 1329 and 1360. Further information about the ESCAP Library can be found at www.unescap.org/library.

XX. Banking facilities

40. Banking services are available at the Siam Commercial Bank, United Nations Branch, located on the first floor of the Service Building, from 0830 to 1530 hours during weekdays. (telephone extension 2168, 1314).

XXI. Postal services

41. Postal services are available at the Post Office, United Nations Branch, located on the ground floor of UNCC. It is open from 0800 to 1600 hours, Monday through Friday. The Post Office can be contacted at extensions 1260 and 2911.

XXII. Souvenir shop

42. The souvenir shop is located on the first floor of UNCC. It is open from 0800 to 1700 hours, Monday through Friday. The shop can be contacted at extension 1295.
XXIII. Travel agent

43. The American Express Travel (AMEX) office is located on the fourth floor, Service Building, which is open from 0800 to 1700 hours weekdays. The AMEX office can be contacted at extensions 2820, 2821, 2822 and 2823 from phones located around the UNCC.

XXIV. Daily subsistence allowance (only if applicable)

44. Participants whose travel is sponsored by ESCAP, will be provided with a daily subsistence allowance at prevailing United Nations rates in local currency. In order to facilitate the payment of the subsistence allowance, eligible participants are requested to submit copies of the passport, boarding pass(es), together with their air ticket(s) to the secretariat staff in the conference room.

45. Any participants who are unable to stay for the duration of the meeting are requested to inform the secretariat as soon as possible after arrival, so that the daily subsistence allowance can be adjusted accordingly.

XXV. Financial & administrative arrangements (only if applicable)

46. In those cases where the participation costs are borne by the ESCAP Secretariat, the Secretariat will provide only travel and daily subsistence allowance as expressed and will not assume responsibility for any other expenditure, including the following:

   (i) All expenses in the home country incidental to travel abroad, including expenditure for visa, medical examination, inoculations and other such miscellaneous items and internal travel to and from the airport of arrival and departure in the home country;

   (ii) Salary and related allowances for the participants during the period of the meeting;

   (iii) Costs incurred by participants in respect of travel insurance, accident insurance, medical bills or hospitalization fees in connection with attending the meeting;

   (iv) Compensation in the event of death or disability of participants in connection with attending the meeting;

   (v) Any loss of or damage to personal property of participants while attending the meeting or losses or damages claimed by third parties as a result of any negligence on the part of the participants;

   (vi) Any other expenses of a personal nature, not directly related to the purpose of the meeting.
XXVI. Safety and Security

47. **Contact numbers:**

**UN Security**  
Security Control Centre (24/7): +66.2.2881102; +66.2.2881113  
UN Security Emergency Number: +66.2.2881100  
Mobile: +66.81.8078471

**Thailand Emergency Numbers:**  
Police general emergency call: 191  
Fire: 199  
Ambulance and rescue: 1554  
Tourism Police: 1155

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**HOTEL RESERVATION REQUEST FORM**

Fifth Meeting of Legal and Technical Working Groups of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation, 20-21 March 2018

Capacity Building Workshop (CBW) on Cross-border Paperless Trade Facilitation: Implications of Emerging Technologies, 21 and 23 March 2018

Fourth meeting of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation, 22-23 March, 22-23 March 2018

Select one hotel and email this form directly to Reservation of selected hotel with copy to thongprapai.unescap@un.org by 10 March 2018

<table>
<thead>
<tr>
<th>Hotel</th>
<th>(Please put X)</th>
<th>Royal Princess Hotel</th>
<th>Trang Hotel</th>
<th>Nouvo City Hotel</th>
<th>Ibis Styles Bangkok Khaosan Viengtal</th>
<th>Nanda Heritage Hotel</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a/b/c/d</td>
<td>□ 2,800 (Superior single)</td>
<td>□ 1,400 (Superior single/double)</td>
<td>□ 1,600 (Standard single/twin)</td>
<td>□ 1,800 (Standard single/twin)</td>
<td>□ 2,200 (Superior)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ 3,000 (Superior double)</td>
<td>□ 1,600 (Premium single/double)</td>
<td>□ 1,900 (Deluxe single/twin)</td>
<td>□ 1,800 (Deluxe single/twin)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ 3,100 (Superior plus single)</td>
<td>□ 1,800 (Deluxe single/double))</td>
<td>□ 1,900 (Deluxe Canal single/twin)</td>
<td>□ 1,800 (Deluxe Canal single/twin)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ 3,300 (Superior plus double)</td>
<td></td>
<td>Tel: +66 2 2813088 Email: <a href="mailto:rsvn.sup@royalprincesslarnluang.com">rsvn.sup@royalprincesslarnluang.com</a> Contact: Mr. Thamrong <a href="http://www.royalprincesslarnluang.com">www.royalprincesslarnluang.com</a></td>
<td>Tel: +66 2 282 2141 Email: <a href="mailto:reservations@tranghotelbangkok.com">reservations@tranghotelbangkok.com</a> Contact: Ms. Thongtem <a href="http://www.tranghotelbangkok.com">www.tranghotelbangkok.com</a></td>
<td>Tel: +66 2 282 7500 to 7515 ext. 127 Email: <a href="mailto:rsvn.nuvo@gmail.com">rsvn.nuvo@gmail.com</a> Contact: Ms. Stellar Anghao <a href="http://www.nouvocityhotel.com">www.nouvocityhotel.com</a></td>
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<td></td>
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<td>Tel: +66 2 2827500 to 7515 ext. 307</td>
<td></td>
<td>Tel: +66 2 280 5434 ext. 2850, 2823 Contact person: Ms. Nootjaree/Mr. Isarapong Email: <a href="mailto:H9906-re@accor.com">H9906-re@accor.com</a>, <a href="mailto:H9906-SL1@accor.com">H9906-SL1@accor.com</a> Website: <a href="http://www.ibisstylesbangkokkhaosan.com">www.ibisstylesbangkokkhaosan.com</a></td>
<td></td>
<td>Tel: (66-2) 282 2900 Email: <a href="mailto:info@nandaheritage.com">info@nandaheritage.com</a> Website: <a href="http://www.nandaheritage.com">www.nandaheritage.com</a> Contact person: Mr. Kongpang</td>
</tr>
</tbody>
</table>

Name of Guest(s): 1)

Contact details
Country/Organization:
Tel: Email:

Arrival Date: Flight no./ Time
Departure Date: Flight no./ Time

Guaranteed by
[ ] Master Card [ ] Visa [ ] Amex [ ] Diners
[ ] Others [ ] Cast payment

CREDIT CARD NO.: Expiry date:

Special request (subject to availability)
[ ] Smoking [ ] Non-smoking

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a  Inclusive of daily buffet breakfast, service charge and government tax.

b  Complimentary transport services provided according to fixed schedules, from the hotel to UNCC in the morning and back to the hotel in the evening.

c  Free Internet access.

d  Block-booked rooms are available at Royal Princess Larn Luang Hotel, Trang Hotel and Nouvo City Hotel.