

LOGISTICS MEMO: 3RD SYMPOSIUM 2016

Date of Symposium: 4th to 5th August, 2016

Arrival date: 2nd August, 2016 **Departure date:** 6th August, 2016

City: Accra, Ghana

Venue: La Palm Royal Beach Hotel, Accra, Ghana

Contact focal person: Clemence Assogba

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Tel: +233 (0) 265985725

Contact focal person: Marie-Noelle Atta

Email: marie@saafrica.org
Tel: +233 (0) 541430391

Dear Delegates,

We are pleased to welcoming you in Ghana the Host Country of the 3rd Symposium on, "Africa's preparedness for emerging viral infections: Lessons from HIV/AIDS and EBOLA and outlook for ZIKA & LASSA". Accra has been selected as the venue of this prestigious Symposium that we are sure will be a success with your support to preempt the spread of emerging viral infections in Africa. The Symposium has a negotiated rate for accommodation.

DIRECTIONS: FROM KOTOKA INTERNATIONAL AIRPORT TO THE LA PALM ROYAL BEACH HOTEL

From the airport, head west towards the Ghana International Trade Fair Road. The hotel is across from the Ghana International Trade Fair Center.

- Airport to Hotel: 10 minute drive without traffic
- Main City to Hotel: 5 minute drive without traffic

TRANSPORTATION & VISA

Free transportation from the airport to the various hotels will be available. There will be a help desk at the airport to assist delegates.

NB: For non-sponsored members kindly send us your itinerary, it will help us to facilitate group

transportation.

For visa people who are not from west Africa should send us their passport to facilitate visa at the entry point at the Kotoka international airport.

Necessary documentation for visa: yellow card, valid passport, letter of invitation and hotel accommodation.

Focal Person for Visa and Transportation:

Name: Marie-Noelle Atta

Email: marie@saafrica.org Mobile: +233 (0) 541430391

HOTEL ACCOMMODATION

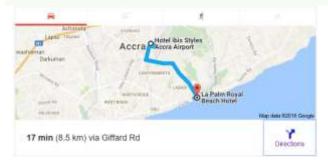
Please note that the Society for AIDS in Africa (SAA) was able to negotiate a discounted rate for accommodation with two hotels.





AIRPORT VIEW HOTEL

IBIS STLYES HOTEL



AIRPORT VIEW HOTEL



RATES:

❖ AIRPORT VIEW HOTEL: single standard room: 140 USD/person/day (the code for booking is SA Africa/3rd Symposium conference)

CONTACT:

Theodora Boakye-Sarpong

Sales Executive

Email: salesandmarketing@airportviewhotel.net

Hotel main line: 0302 780 341,0302 769594,0540 122 555

Direct line: 020 330 1619

Web: www.airportviewhotel.net

❖ IBIS STLYES HOTEL:

	VALIDITY PERIOD	
	26 TH JUNE 2016 -8 TH AUGUST 2016	
	STANDARD	DOUBLE
STANDARD ROOM	\$150	\$170
JUNIOR SUITE	\$250	\$270

CONTACT

Patricia Adu-Amoako - Sales Executive Address - Plot 24, Airport City Area, Accra

Tel.: +233 (0)302 742 747 - Mobile : +233(0)54 1918 290

ibisstyles.com - accorhotels.com

Email: HA0K0-SL2@accor.com/HA0K0-SL@accor.com



Beach Hotel (the venue for the Symposium)
Clement Owusu, Reservation Agent.
La Palm Royal Beach Hote I
www.gbhghana.net/la-palm

NB: Booking can also be done with La Palm Royal

P.O. Box OS 3000, Osu – Accra Main Tel: +233 (0) 302 215100 Reservation: +233 (0) 302 215111 Mobile: +233 (0) 577 665960

Email: lapalm@gbhghana.net / lapalmres@gbhghana.net Skype address: lapalmres Fax: +233 (0) 302-771-717

NB: All speakers will be lodged at La Palm Royal Beach Hotel

ONSITE REGISTATION

Onsite Registation: La Palm Beach Hotel near the Casino

Wednesday 3rd 2016

Open hour: 10: 30 AM - 2:00 PM

Thursday 4th 2016

Open hour: 7:30 AM- 2:00 PM

SYMPOSIUM EVENT

Wednesday 3rd Opening Ceremony 3:00 PM-7:00 PM Followed by cocktail Thursday 4th Session start at 8:30 AM to 6:00 PM Friday 5th Session start at 8:30 AM to 4:15 PM

NB: There could be an incredible traffic if you are not lodged in La Palm Beach Hotel, the venue of the Symposium. To avoid any inconvenience we advise delegate to start moving from their various hotel at least 1 hour 30 minutes before sessions start

TRANSLATION

There would be simultaneous translation in English and French

SECURITY

Accra is very calm and safe

TEMPERATURE



HAVE A SAFE TRIP

Luc Armand Bodea

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