

**Regional Policy Dialogue on Financing for Development  
18-19 June 2008  
United Nations Conference Center, Meeting Room G, Level 1  
Bangkok, Thailand**

**INFORMATION NOTE FOR PARTICIPANTS**

**1. Meeting Dates and Venue**

The Policy Dialogue will be held on 18-19 June 2008 at the United Nations Conference Center (UNCC), Level 1, Meeting Room G, United Nations Building, Rajadamnern Nok Avenue, Bangkok 10200, Thailand.

**2. Registration**

Registration will take place on the ground floor of conference center on Wednesday 18 June 2008 at 9:00 hours. Papers for the meeting will be sent to participants by e-mail as available. These will also be distributed at the meeting.

**3. Accommodation for participants**

Accommodation arrangements have been made for participants at either the Royal Princess Hotel or Hotel De'Moc as per the booking requests made by each participant. The address and websites for each hotel is provided below. Participants who require accommodation but have not indicated their choice are requested to inform us as soon as possible.

**Royal Princess, Larn Luang, Bangkok, Thailand**

269 Larn Luang Road, Pomprab,  
Bangkok 10100

☎: +66 (0) 2281 3088

☎: +66 (0) 2280 1314

✉: [Email Us](#)

Website: [http://www.dusit.com/hotels/thailand/bangkok/royal\\_princess\\_larn\\_luang/index.html](http://www.dusit.com/hotels/thailand/bangkok/royal_princess_larn_luang/index.html)

**Hotel De' Moc**

78 Prajatipatai Rd. Pra-Nakorn, Bangkok 10200, Thailand.

Tel:+66(0)2 282 2831-3, 02 6292100-5

Fax:+66(0)2 280 1299

E-Mail : [info@hoteldemoc.com](mailto:info@hoteldemoc.com)

Website: <http://www.hoteldemoc.com/>

Unless specifically informed to ESCAP earlier, all participants are required to stay in non-shared rooms.

#### 4. Arrival at the airport

Participants should make their own transportation arrangements from Suvarnabhumi Airport to their respective hotels. Limousine, metered-taxi, and bus services are readily available at the airport. Further detailed information about the new airport can be found at <http://www.airportsuvarnabhumi.com/>.

For participants who avail themselves of the services of limousine and public metered-taxi, **it is strongly recommended that they contact only the officials who are authorized to man the counters located at the airport's arrival lounge.** The officials, upon contact, will issue a ticket for the assignment, as preferred, of either a limousine or a metered-taxi for transporting participants to the desired destination. Participants are advised that the charge of a limousine is fixed and that of a metered-taxi is as per shown on the meter with additional 50 Baht fee. If a toll way is used, the toll fee is additional to the charge.

#### 5. Transportation to meeting venue

A shuttle van between the Royal Princess Hotel and the UN Conference Center is provided for participants from the duration of the meeting as per schedule of meeting.

#### 6. Daily Subsistence allowance

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 subsistence allowance, eligible participants are requested to submit copies of their passport, boarding pass, the arrival/departure form together with their air tickets to the secretariat staff in the meeting room.

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 subsistence allowance can be adjusted accordingly.

#### 7. Contacts

If you have any questions regarding your participation, or in case of emergencies, please feel free to contact the following:

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