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Organización
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Организация
Объединенных Наций по
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منظمة الأمم المتحدة
للتربية والعلم والثقافة

联合国教育、
科学及文化组织

Intangible Cultural Heritage

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**UNITED NATIONS EDUCATIONAL, SCIENTIFIC
AND CULTURAL ORGANIZATION**

**INTERGOVERNMENTAL COMMITTEE
FOR THE SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE**

**First Extraordinary Session
Chengdu, China - 23 to 27 May 2007**

GENERAL INFORMATION

This document provides information on travel to China, the venue, compulsory visas, travel, accommodation and general information.

Information is also available on the Internet at:

<http://www.unesco.org/culture/ich/en/1EXTCOM/>

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1 FIRST EXTRAORDINARY SESSION

- 1.1** The Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage consists of representatives of the 24 States Parties to the Convention for the Safeguarding of the Intangible Cultural Heritage, elected by the General Assembly of States Parties to the Convention.

The Committee is composed of the following 24 Members:

- Group I: Belgium, France and Turkey
Group II: Belarus, Bulgaria, Estonia, Hungary and Romania
Group III: Bolivia, Brazil, Mexico and Peru
Group IV: China, India, Japan and Viet Nam
Group V(a): Gabon, Mali, Nigeria, Central African Republic and Senegal
Group V(b): Algeria, Syrian Arab Republic and United Arab Emirates

- 1.2** The main task of the Committee, at its first extraordinary session, will be to pursue the discussions initiated in Algiers in 2006. The main items of the agenda will be: the selection criteria for inscription of intangible heritage on the lists of the Convention, the incorporation of the Masterpieces of the Oral and Intangible Heritage of Humanity in the Representative List, the Financial Regulations, the accreditation of advisory organizations and the visibility of the Committee's action.
- 1.3** At its first ordinary session, held in Algiers, Algeria, in November 2006, the Committee accepted the offer by the Chinese Government to hold its first extraordinary session in Beijing, China from 23 to 27 May 2007. Following the decision of the Chinese authorities, this session will take place in Chengdu, China.

THE CHINESE ORGANIZERS AND THEIR SECRETARIAT

- 2.1** China will host the first extraordinary session of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage in Chengdu. All relevant information will be posted on the internet at: <http://www.unesco.org/culture/ich/en/1EXTCOM/>

2.2 Chinese Organizing Committee in Chengdu

Contact Address: Chengdu Municipal Bureau of Culture
10 Yongling Road
Chengdu, Sichuan
P.R. China

Contact Persons: Mr DENG Xianfu
Ms ZHOU Rui
E-mail: cdwhwl@yahoo.com.cn

3 PROGRAMME AND RELATED EVENTS

For the provisional agenda and programme of activities of the first extraordinary session of the Intergovernmental Committee, see Annex A.

4 TRAVEL VISA AND INSURANCE, AIRPORT TAXES, ARRIVAL AND DEPARTURE

4.1 Travel Visa and Insurance

Concerning visas and other formalities for entering China, please contact the Chinese consulate or mission in your city/country directly. The letter from UNESCO addressed to all Member States of UNESCO can be used when applying for a visa. Alternatively, the departments concerned in your country can issue a letter of confirmation as an attachment. Please note that no personal letters of invitation can be provided for this purpose and that only the Chinese authorities may determine whether a visa is granted. Every participant is required to hold a valid passport and to obtain the visa and entry permission for entering China.

It is recommended that participants obtain travel insurance coverage prior to arriving in China.

4.2 Airport Taxes

Air China offers worldwide flight service to Chengdu via Beijing or Shanghai. More than 10 daily flights are available from Beijing or Shanghai to Chengdu. Other companies also have regular flights to China. The airport taxes are included in the air ticket price.

4.3 Airport Arrival and Departure

A welcome desk at Shuang Liu International Airport (Chengdu) will be open from 10 am to midnight from 21 to 23 May, 2007. Please look for the **Chinese Organizing Committee Signal Board**



4.4 Airport transportation

The Secretariat of the Chinese Organizing Committee will provide special shuttle buses for participants from the airport to the recommended hotels (see item 7) and back to the airport at the end of the meeting. The Chinese Organizing Committee advises participants not to go alone to the hotels but to take the shuttle buses. In order to organize this properly, the participants are invited to fill out the form in ANNEX C

indicating their flight numbers as well as the date and time of arrival and departure to and from Chengdu.

5 VENUE

The venue of the session is the **Crowne Plaza Chengdu**, 31 Zong Fu Street, Chengdu. It is located in the centre of Chengdu, 30 minutes from the Shuang Liu International Airport.

Crowne Plaza Chengdu

31, Zong Fu Street

Chengdu

610016 Sichuan

P.R. China

Tel : 00-86-28-8678-6666

Fax : 00-86-28-8678-9789

E-mail : Res.ctuch@ichotelsgroup.com

www.crowneplaza.com

6 PARTICIPATION, REGISTRATION, SECURITY

6.1 Participants

(i) Main Participants

The main participants of the first extraordinary session of the Intergovernmental Committee will be the 24 Members of the Committee.

(ii) Representatives and observers

a) States Parties to the Convention which are not Members of the Committee may attend the Committee session as observers.

b) States not party to the Convention which are Member States of UNESCO or of the United Nations may also be permitted by the Committee, upon written request, to attend the session of the Committee as observers.

c) The United Nations and organizations of the United Nations system, as well as, other international governmental and non-governmental organizations, permanent observer missions to UNESCO and non-profit-making institutions active in the fields covered by the Convention, may be authorized by the Committee, upon written request, to participate in the session of the Committee as observers.

6.2 Registration

All participants are encouraged to pre-register through the Secretariat to ensure the preparation of an accurate list of participants. Please send the registration form (Annex B) duly completed to Ms Samira Zinini (s.zinini@unesco.org), **before 1 May 2007**. The registration form may also be submitted electronically at:

<http://www.unesco.org/culture/ich/en/1EXTCOM/>

From 9 a.m, 22 May, 2007, participants can register for the Committee session at the reception desk located in the lobby in the Crowne Plaza Chengdu. Every participant will be given a bag containing information on the Committee session and a badge.

6.3 Security

Badges are not transferable. For security purposes, participants are kindly requested to wear their badges at all times, during meetings and related activities. Access to the event will be denied to any individual who is not officially accredited or who uses a badge improperly.

7 RECOMMENDED HOTELS

The Chinese Organizing Committee recommends two hotels in Chengdu, the **Crowne Plaza Chengdu**, the meeting venue, and the **Sichuan Hotel**, linked by an underground passage to the Crowne Plaza Chengdu. Participants should make reservations directly with one of these hotels, by telephone, fax or e-mail. **In order to receive specially negotiated room rates for the types of rooms detailed below, participants are invited to reserve their rooms before 1 May by referring to booking code "UNCD"**. All participants are responsible for their own costs, including accommodation and other expenses, such as telephone, facsimile, laundry etc, during their stay.

Hotel : **Crowne Plaza Chengdu**
(Venue)
Stars : 5 stars
Address : 31, Zong Fu Street, Chengdu, 610016 Sichuan, P.R. China
Telephone : 00-86-28-8678-6666
Fax : 00-86-28-8678-9789
E-mail : Res.ctuch@ichotelsgroup.com
Room Types/Rates : Complete Home Office: \$ 99,99
Crown Plaza Club: \$ 149,99

Hotel : **Sichuan Hotel**
Stars : 4 stars for Main building
3 stars for West and South Wings (South Wing located across the street)
Address : 31, Zong Fu Street, Chengdu, 610016 Sichuan, P.R. China
Telephone : 00-86-28-8678-6666
Fax : 00-86-28-8678-9789
E-mail : Res.ctuch@ichotelsgroup.com
Room Types/Rates : Main building
Standard Twin Room: \$ 81,99
Standard King Room: \$ 81,99
South Wing
Standard Twin Room : \$ 49,99
West Wing
Deluxe King Room : \$ 75,99
Standard Twin Room : \$ 49,99

If participants would like to make reservations for other types of rooms, they can do so through the following website:

Crowne Plaza Chengdu: www.crowneplaza.com

8 EXCURSION

After the Committee meeting, on Monday 28 May 2007, the Chinese Organization Committee proposes a visit to the Du Jiang Yan Irrigation system, a World Heritage site, the Chengdu Giant Panda Breeding Center and the Jin Sha Relics Museum.

Please refer to Annex A for details; you may confirm your participation in this excursion by returning the registration form (see Annex C and <http://www.unesco.org/culture/ich/en/1EXTCOM/>) to Ms Samira Zinini (s.zinini@unesco.org) **before 7 May 2007**.

9 CONFERENCE SERVICES AND FACILITIES

9.1 Public office space

The Chinese Organization Committee will provide a Public Office Space for the participants during the session. The space will be equipped with computer (with Internet access) and printers. Staff will be available to provide technical assistance. WiFi network is available at Crowne Plaza Chengdu as well as free Internet access in all rooms of the Crowne Plaza Chengdu and Sichuan Hotel.

9.2 Medical Services

During the session, a special rescue team and ambulance with complete facilities will be available in case of emergencies. A special clinic (tel: 00-86-786666-705) will be set up in the hotel. Moreover, the Chinese Organizing Committee has made special arrangements with a hospital near the Crowne Plaza Chengdu.

10 GENERAL INFORMATION

10.1 Brief introduction to Chengdu

Chengdu, located in south-west China, is the capital of the Sichuan province and one of China's most important economic centers and transportation and communication hubs. The 2,300-year old city has a rich culture. The fertile Chengdu Plain is called Tianfu zhi guo in Chinese, which literally means "the country of heaven". The total area of Chengdu, the city of hibiscus, is 12,300 km² with a population of over 10 million.

Founded in 316 BC, Chengdu has retained its original name over the centuries as well as its role as capital and political, commercial and military centre of the Sichuan area (Shu). The river Jīn Jiāng, crossing Chengdu, got its name from the brocade industry flourishing in Chengdu since the Han Dynasty (25-220).

Within Chengdu's jurisdiction are Qionglai city, Chongzhou city and Pengzhou city, all of which are listed as "Cities of Rich Cultural and Historical Heritage" by the government of

Sichuan province. In 2000, the Du Jiangyan Irrigation System and the Qingcheng Mountain (birthplace of Taoism) were inscribed on the UNESCO World Heritage List.

Chengdu is the place where the Chinese bronze culture originated, where the Southern Silk Road started, and where the earliest paper currency was printed. In addition to its rich history, culture, places of interest and its natural beauty in the environs, the region is also the natural habitat of giant pandas. Sichuan Giant Panda Sanctuaries were added to the UNESCO World Heritage List in 2006. Chengdu Panda Breeding and Research Center is the only giant panda breeding and research base in the world.

10.2 Currency

Exchange rate as of March 2007: 1 US dollar = 7,373 RMB Yuan;
 1 Euro = 10,285 RMB Yuan

There is no limitation for carrying foreign currencies into China. But travellers who carry more than 5,000 US dollars in cash into China must make a declaration to customs. Duly declared, foreign currencies are allowed to be brought out of China, otherwise only 5,000 US dollars or less can be carried out of China. Tourists are only allowed to carry 6,000 RMB Yuan in and out of China. For any RMB Yuan converted into foreign currency prior to leaving China, the tourists must present the receipts of foreign exchange.

Most international currencies and travellers' checks can be converted in major banks, hotels and international airports. The normal working hours of the banks are: 8:30 am to 5:30 pm. Most major credit cards are accepted in most of the hotels and shopping malls. Some credit cards (including Visa and MasterCard) can be used at the ATM of the Bank of China.

A cash machine accepting all major credit cards is located in the lobby of the Crowne Plaza Chengdu.

10.3 Driving

China has not joined the 1949 Convention on Highway Transportation. Therefore participants holding an international driving license who stay in China for a short period are not allowed to drive cars in China.

10.4 Electricity

The power supply in China is 220-240 volts, 50 hertz. Hotels provide 110V or 220V sockets for electric appliances. For participants who require adaptors, the hotel will be glad to provide them.

10.5 Postal Service

Post offices generally are open every day from 8:30 am to 5:00 pm. A Postal and Courier Service is available at the Crowne Plaza Chengdu.

10.6 Time

The Standard Time is 8 hours ahead of GMT.

10.7 Weather

The Chengdu climate can be hot at this time of the year. Average temperatures in late May vary from 16 to 27° C (62 to 81° F), with a possibility of rain. The participants are advised to bring light summer clothes.

ANNEX A

PROVISIONAL AGENDA AND PROGRAMME OF ACTIVITIES

First extraordinary session of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage

Wednesday 23 May

8.30 am	Transfer to Tian Fu Square
9 - 10.30 am	Opening ceremony of the “Intangible Cultural Heritage International Festival – Chengdu, China” (Tian Fu Square)
10.30 - 11 am	Transfer to Crowne Plaza Chengdu
11 am- 12 pm	Opening ceremony of the first extraordinary session of the Intergovernmental Committee
12 - 1 pm	Committee session
2.30 - 6.30 pm	Committee session
7.30 pm	Transfer to Golden Opera House
8 - 9.30 pm	Gala on China’s Intangible Cultural Heritage

Thursday 24 May

9.30 am – 1 pm	Committee session
3 - 6 pm	Committee session
7.30 pm	Welcome banquet hosted by the Chinese Ministry of Culture

Friday 25 May

9.30 am – 1 pm	Committee session
3 – 6 pm	Committee session
7.30 pm	Welcome banquet hosted by the Sichuan Provincial Government and Chengdu Municipal Government

Saturday 26 May

9.30 am – 1 pm	Committee session
3 - 6 or 8 pm	Committee session

Sunday 27 May

9.30 am – 1 pm	Committee session
3 – 6 pm	Committee session - Closure

Monday 28 May

Excursion organised for the participants by the Chinese Organization Committee

7.30 – 10.30 pm	Visit of Du Jianyan Irrigation System, World Heritage Site
10.30 am – 1 pm	Visit of the National Theme Park of Intangible Cultural Heritage
1 – 2.30 pm	Banquet, hosted by the Chengdu Jinniu District Government
2.30 - 4.00 pm	Visit of the Jin Sha Relics Museum
4. – 6 pm	Visit of the Chengdu Giant Panda Breeding Center
7.00 pm	<i>Back to the hotel</i>

ANNEX B (electronic version available online)



First Extraordinary Session of the
Intergovernmental Committee for the
Safeguarding of the
Intangible Cultural Heritage

Première session extraordinaire du
Comité intergouvernemental de
sauvegarde du
patrimoine culturel immatériel

23-27 May/mai 2007, China/Chine

Registration Form / Fiche d'inscription

This form can be completed manually or electronically
and should be returned before 1 May 2007 to
Ms Samira ZININI by e-mail [s.zinini@unesco.org],
by fax [+33 (0)1 45 68 57 52] or in hard copy.

Ce formulaire peut être rempli manuellement ou
électroniquement et doit être renvoyé avant le 1 mai 2007 à
Mme Samira ZININI par e-mail [s.zinini@unesco.org],
par fax [+33 (0)1 45 68 57 52] ou en copie papier.

STATUS OF THE PARTICIPANT / STATUT DU PARTICIPANT

State Member of the Committee / État membre du Comité

Representative / Représentant

Alternate, Adviser, Expert/ Suppléant, Conseiller, Expert

Observer / Observateur

Representative of a State Party to the Convention / Représentant d'un État partie à la Convention

Representative of a State not party to the Convention* / Représentant d'un État non partie à la Convention*

Other* / Autre*

*authorization to be confirmed by the Committee / autorisation à confirmer par le Comité

PERSONAL DATA / INFORMATIONS PERSONNELLES

Ms / Mme Mr / M.

Family name / Nom de famille:

Personal name / Prénom:

Country or organization / Pays ou organisation:

Title and function / Titre et poste:

Address/Adresse (professional or personal / professionnelle ou personnelle):

E-mail / Courriel:

Tel. office / Tél. bureau:

Mobile / Portable:

Fax:

Nationality / Nationalité:

Date of birth / Date de naissance: Format: 1960-01-31

Place of birth / Lieu de naissance:

Passport number / N° de passeport:

Passport / Passeport: diplomatic / diplomatique
 service
 personal / personnel

Delivered by / Délivré par:

Expires / Expiration: Format: 2012-01-31

Preferred language / Langue de préférence: English Français

Phone number format : +33 (0) 45 45 54... where +33 is the country code / Formar de n° de téléphone : +33 (0) 45 45 54... où +33 est le code pays

CONTACT : 1 rue Miollis E-mail : s.zinini@unesco.org
75732 Paris Cedex 15 Telephone / Téléphone : +33 (0)1 45 68 47 04
FRANCE Fax : +33 (0)1 45 68 57 52
Website / site internet : <http://www.unesco.org/culture/ich/index.php>

ANNEX C (electronic version available online)



First Extraordinary Session of the
Intergovernmental Committee for the
Safeguarding of the
Intangible Cultural Heritage

Première session extraordinaire du
Comité intergouvernemental de
sauvegarde du
patrimoine culturel immatériel

23-27 May/mai 2007, China/Chine

Flight information and participation in excursion / Coordonnées de vols et participation à l'excursion

This form can be completed manually or electronically
and should be returned **before 7 May 2007** to
Ms Samira ZININI by e-mail [s.zinini@unesco.org],
by fax [+33 (0)1 45 68 57 52] or hard copy.

Ce formulaire peut être rempli manuellement ou
électroniquement et doit être renvoyé **avant le 7 mai 2007** à
Mme Samira ZININI par e-mail [s.zinini@unesco.org],
par fax [+33 (0)1 45 68 57 52] ou en copie papier.

PERSONAL DATA / INFORMATIONS PERSONNELLES

<input type="radio"/> Ms / Mme		<input type="radio"/> Mr / M.	Nationality Nationalité	<input type="text"/>
Family name Nom de famille	<input type="text"/>		Title and function Titre et poste	<input type="text"/>
First name Prénom	<input type="text"/>			

FLIGHT INFORMATION / INFORMATIONS SUR LES VOLS

Arrival / Arrivée	Flight n° N° de vol	<input type="text"/>	Date and time Date et horaire	<input type="text"/>
Departure / Départ	Flight n° N° de vol	<input type="text"/>	Date and time Date et horaire	<input type="text"/>

The Chinese Organization Committee will provide transfer from and to the airport /
Le transport de l'aéroport aux hôtels ainsi que le retour sera assuré par le Comité d'Organisation Chinois

ACCOMMODATION / HÉBERGEMENT

Reserved Hotel Hôtel réservé	<input type="text"/>	For more details on hotels, please consult website indicated below Pour plus de détails sur les hôtels, veuillez consulter la page internet indiquée plus bas
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EXCURSION - 28 May / mai 2007

organized by the Chinese Organization Committee / organisée par le Comité d'organisation chinois

<input type="radio"/> will participate participera	07:30	Visit of Du Jiangyan Irrigation System, World Heritage Site Visite du système d'irrigation de Du Jiangyan, site du patrimoine mondial
<input type="radio"/> will not participate ne participera pas to the excursion à l'excursion	10:30	Visit of the National Theme Park of Intangible Cultural Heritage Visite du Parc national thématique pour le patrimoine culturel immatériel
	13:00	Banquet, hosted by Chengdu Jinniu District Government Banquet, à l'invitation du gouvernement du district de Chengdu Jinniu
	14:30	Visit of the Jin Sha Relics Site Museum Visite du Jin Sha Relics Musée
	16:00	Visit of the Chengdu Giant Panda Breeding Center Visite du Chengdu Giant Panda Breeding Center
	19:00	Back to the hotel / Retour à l'hôtel

CONTACT : UNESCO CLT/CIH/ITH	1 rue Miollis 75732 Paris Cedex 15 FRANCE	E-mail : s.zinini@unesco.org Telephone / Téléphone : +33 (0)1 45 68 47 04 Fax : +33 (0)1 45 68 57 52 Website / site internet : http://www.unesco.org/culture/ich/index.php
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Crowne Plaza Chengdu

A Business Proposal

Executive Summary

Located in the capital city of China's Sichuan province, Crowne Plaza Chengdu is a global business hotel catering to the detailed needs of the business traveller. Designed to offer a comprehensive range of business meeting services and in-room business amenities, Crowne Plaza Chengdu allows you to make the most of your visit.

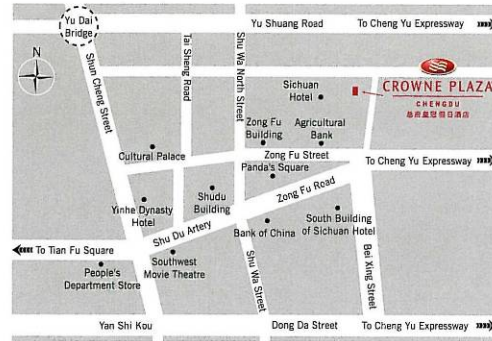
Crowne Plaza Chengdu is just 30 minutes drive from Shuang Liu International Airport and a short distance from convenient rail transportation. The hotel offers you a wonderfully comfortable stay in the city centre, and is just minutes away from shops located at the bustling Chun Xi Road and the Zong Fu office district.

For business or pleasure, you'll agree that *The Place To Meet* is Crowne Plaza Chengdu.

Successful Meetings

As a global business hotel, we understand that meetings are an essential part of your day-to-day work life. For this, we've put together a comprehensive range of products and services called *Meeting Success*. Supported by a professional team that understands your detailed meeting needs, Crowne Plaza Chengdu is committed to helping you succeed in all of your business endeavours.

- *Crowne Meetings Director* serves as your one-point-of-contact ensuring that your event runs smoothly at every stage
- *2-hour Response* on rate, date and space availability on all meeting enquiries, followed by a detailed meeting proposal within 24 hours
- *Daily Meeting DeBrief* with the Crowne Meetings Director keeps us abreast of all your event details and needs
- *Handy Meeting Kit* supplies you with essential items, including an array of stationery products
- *Choice of Meeting Rooms* in select sizes - See overleaf for details



■ *Quick Check-In, Late Check-Out*

■ *Meet & Eat* menu brings you an assortment of snacks and a range of stationery supplies and business services delivered anywhere in the hotel



■ *Snack Attack* offers a continuous supply of brain food available throughout your meeting

■ *Lunching In* provides fresh, delicious Western, Japanese and Chinese lunch boxes for continuous meeting sessions

Crowne Plaza Chengdu
 No.31, Zong Fu Street, Chengdu 610016,
 Sichuan, P.R.China
 Tel: (86-28) 8578 6666 Fax: (86-28) 8678 9789
 Email: res.ctuch@ichotelsgroup.com
 Website: www.crowneplaza.com
 Reservation Toll-free Numbers in China: 800 830 4088, 400 88 40 888 (mobile)


CROWNE PLAZA
 CHENGDU
 总府皇冠假日酒店
THE PLACE TO MEET.

A Complete Home Office

In planning and carrying out business meetings, or working in the privacy of your room, Crowne Plaza Chengdu provides you the tools that ensure your visit is a total success. Our goal is to serve you as a comfortable extension of your home office. Each of our 402 guest rooms offers:

- Air conditioning with individual control
- Cable and satellite television with remote control
- Free high-speed broadband Internet access
- IDD / DDD and voice mail
- In-room coffee / tea maker
- In-room electronic safe
- Hairdryer
- Refrigerator and private bar
- Handicap-friendly facilities upon request

Recreational Facilities & Support Services

Your well-being is essential to your success. Crowne Plaza Chengdu offers an array of leisure facilities and support services to help make your stay with us even more enjoyable.

- Fully-equipped gym
- Heated indoor swimming pool
- Sauna & massage
- Travel / Tour services
- 24-hour concierge service
- 24-hour room service
- Currency exchange
- Shopping centre
- Business centre
- Medical clinic
- Postal assistance
- Same day laundry & valet service
- Crib & child care service

Dining and Entertainment

Whether looking to enjoy a fine dinner or to wind down with a casual drink, Crowne Plaza Chengdu offers a selection of restaurant and bar venues to suit your every mood.

- Lobby Bar
 - An ideal place to completely relax and reflect
- Mississippi Grill Room
 - Soothe your palate with Western cuisine while enjoying a brilliant city view
- King Fook Shu Jia Cai Restaurant
 - Traditional Sichuan and Cantonese cuisine deliver the true taste of China
- Kiyosato Japanese Restaurant
 - Enjoy the finest Japanese dining in Chengdu
- Plaza Café
 - Tasty international favourites 24 hours a day
- Sky Lounge
 - Spectacular city views and a wide range of thirst-quenching cocktails
- Rainbow Night Club
 - Lively Karaoke bar entertainment
- Garden Terrace
 - An inner-city rooftop oasis serving as the ideal venue for special events

Crowne Plaza Chengdu
No.31, Zong Fu Street, Chengdu 610016,
Sichuan, P.R.China
Tel: (86-28) 8678 6666 Fax: (86-28) 8678 9789
Email: res.ctuch@ichotelsgroup.com
Website: www.crowneplaza.com
Reservation Toll-free Numbers in China: 800 830 4088, 400 88 40 888 (mobile)


CROWNE PLAZA
CHENGDU
总府皇冠假日酒店
THE PLACE TO MEET.