

STEPPING UP CLIMATE ACTION

LATIN AMERICA & CARIBBEAN CLIMATE WEEK

20-23 AUGUST 2018

MONTEVIDEO

Radisson Victoria Plaza Hotel

INFORMATION SHEET

1. MEETING VENUE

All events under the umbrella of the **Latin America & Caribbean Climate Week (LACCW)**, including the 12th edition of the Latin American & Caribbean Carbon Forum (LACCF), will be held from **20 to 23 August 2018** at the:

Radisson Victoria Plaza Hotel

Plaza Independencia 759,

11100 Montevideo

Uruguay

Tel: +5982 902 0111

[Website](#)



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2. REGISTRATION AND EVENT

Registration on-site will start on **Monday, 20 August 2018 from 08:00 to 08:30 h** at the venue. Please note that pre-registration using the online facility on the official LACCF website is mandatory: <http://www.latincarbon.com/>.

All participants registered on the LACCF are also registered in the LACCW. A confirmation notification will be issued to all participants upon completion of the online registration.

During all official sessions of the forum, a simultaneous translation service will be available in English – Spanish – English.

3. TRAVEL

Participants are responsible for their own travel bookings to Uruguay, and international flights arrive at the Carrasco International Airport.

A map to the hotel can be found [here](#).

4. VISA

All visitors to Uruguay must have a valid Passport (at least for six months after date of departure) and in good condition. Participants attending conferences or workshops may require an entry visa. The participants can check the need of visa on the list in **Annex 1** of this document (online information [here](#)). The participants are also recommended to check if they require a transit visa.

Travelers with passports who need visa, shall contact the nearest Consulate Office of Uruguay (see the [Map of the Consular offices of Uruguay in the world](#)).

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IMPORTANT

The Government of Uruguay is not responsible for the procedures and validity of transit visas required by the event participants.

Uruguay does not grant a visa upon arrival. In exceptional cases, if the procedure started at a Consulate of Uruguay, the participant could end it at any another Consulate Office of Uruguay in the world.

In order to assist participants in obtaining an entry without visa permission, **for those countries where the Uruguayan Embassy or Consulate is not available (without exception)**, please send the visa application form to the UNFCCC secretariat (llez@unfccc.int) at your earliest convenience and **no later than 25 July 2018**, together with a copy of your Passport and travel reservation. The secretariat will coordinate with the Focal Point of the Ministry of Housing, Land Planning and Environment in Uruguay for the possibility of issuance an entry without visa permission. Permissions will be granted at discretion of the Government of Uruguay on a case by case basis.

Requirements to obtain a visa of Uruguay:

- Filled in and signed form.
- Invitation letter to the event
- Valid Passport (at least for six months after date of departure) in good condition.
- 1 passport size picture.
- Travel reservation.
- Cost: USD 42. - It is charged only if the visa is granted.

The authorization of the visa is granted by the National Direction of Migrations, and usually takes at least 20 working days from the moment of the request. Once the Consulate receives written authorization, it is in a position to issue the visa, stamping it on the passport holder.

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5. TRANSPORTATION

From the airport

Carrasco International Airport, which serves Montevideo, is located 15 miles (25 km) from the city center, a 30-40 minute cab ride into town depending on where you are staying. Traffic is rarely a problem but calculate a few minutes more around rush-hours or at the start of a long weekend.

Several options are available for getting into Montevideo city center from the airport and vice versa:

Taxi

While taxi service is usually available at the airport during daylight hours, it is strongly recommended to arrange for a transfer with your hotel. During night hours and in the early morning, taxi availability at the airport is not guaranteed. Also, taxi fares are not convenient if you are making a long-distance trip. However, if you are going somewhere close to the airport you could call a regular taxi using number (+598) 1771 (Punta Gorda taxis).

Private car transfer (remise)

The most convenient way into the city is to have a private car waiting for you. This is a common service in Latin America known as remises (reh-MEES) to differentiate them from taxis. Remises are large and air-conditioned cars with a chauffeur who speaks English, they generally only do longer journeys. They also do trips from the airport or from Montevideo to other parts of Uruguay, including Punta del Este.

A trip from the airport to the center of Montevideo costs around 35 USD (aprox. 1000 UYU).

Some recommended companies are: [ByB Remises](#) (you can book your ride online and the follow-up which includes email or sms reminders is first class), [Remises La Española](#).

Airport shuttle

The airport minivan shuttle service leaves once they have a total of at least 5

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passengers. It is an economical option for a solo passenger (400 UYU per person) but can be time-consuming, depending on the tour to drop off other passengers. This is the best option if you arrive to the airport with a group (between 3 and 6 persons) since you can rent a shuttle for yourself, paying around 70 USD (2.000 UYU) to get to the city center. You do not need to book the shuttle in advance, just head to the Airport shuttle desk which is on the airport's ground floor next to the Exit door and ask for the service needed. You can pay by Credit card.

Local bus

The cheapest way to get to the city is by bus. It is however recommended to use it only if you have little luggage, as buses can get crowded and it is not guaranteed they have storage areas. Getting out of the airport terminal is the bus stop, catch any bus that says 'Montevideo'. The ride will take about one hour depending on the time of day, the number of passengers and traffic. Buses run very frequently, even on weekends. The bus costs 47 UYU and you need to pay in cash.

- Most buses come into the city center along Avenida Italia and then take a street called Uruguay, ending the journey either in Montevideo's main square, the Plaza Independencia, or in the Rio Branco bus station. It is a convenient option if you are staying in the City center or the Old Town.
- The DM1 bus goes to the Punta Carretas neighborhood, stopping at the Portones and Montevideo shopping malls (two local landmarks) on the way.

Montevideo's central bus terminal is called Tres Cruces. It is where buses to other parts of the country leave from. If you intend to get off there, ask the driver to let you know when you are at Tres Cruces— most buses from the airport stop just outside the bus terminal, they don't enter.

Getting around the city

Public transportation used in Montevideo are local buses and taxis. There is a good, cheap public bus service but you need to know the route number of the bus that you have to take to your destination. The phone application STM indicates near bus stops, bus lines, routes and expected times (the time is not always accurate).

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Taxis in Uruguay are safe, they all use meters and have fixed costs (about 2 USD per km). Uber service is also available in Montevideo.

6. ACCOMMODATION

Participants will be responsible for making their own hotel bookings, contacting directly the hotel of choice.

Participants are also responsible for the payment of their reservations and/or for the settlement of eventual cancellation/no show fee, as applicable, according to the hotels policies.

A comprehensive list of hotels (with rates) is included below:

HOTELS	CONTACT	EMAIL/PHONE	RATES
Radisson Victoria Hotel http://radissonvictoriaplaza.com.uy/	Patricia Alvarez	palvarez@radisson.com.uy +598 -2902 0111	Double U\$S 135
Sheraton Montevideo Hotel http://www.sheratonmontevideo.com/es	Juan Diego Peyrallo	juan.peyrallo@marriot.com +598 2710 2121	Double U\$S 135
Esplendor Punta Carretas a Wyndham Grand https://www.wyndhamhotels.com/wyndham-grand/montevideo-uruguay/esplendor-montevideo-a-wyndham-grand-hotel/overview	Araceli Bonari	ventas@esplendorcervantes.com	Double U\$S 85
Aloft Montevideo http://www.starwoodhotels.com/aloft-hotels/property/overview/index.html?propertyID=3852	Juan Diego Peyrallo	juan.peyrallo@marriot.com +598 2710 2121 int 3884	Double U\$S 85
Dazzler https://www.dazzlerhoteles.com/es/hoteles/uruguay/hotel	Araceli Bonari	reservas@dazzlermontevideo.com.uy	Double U\$S 82

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HOTELS	CONTACT	EMAIL/PHONE	RATES
es-en-montevideo/dazzler-montevideo/		+598 27117711	
Four Points by Sheraton http://www.fourpointsmontevideo.com/es	Juan Diego Peyrallo	juan.peyrallo@marriot.com +598 2901 7000	Double U\$S 80
Holiday Inn Hotel http://holidayinnmontevideo.wixsite.com/presentacionhotel/nuestros-servicios	Ma. De los Angeles Attadia	reservas@himontevideo.com.uy	Double U\$S 80 (standard)/ U\$S 90 (superior)
NH Columbia https://www.nh-hotels.com	Zelmira Mantegani	nhmontevideocolumbia@nh-hotels.com ; z.mantegani@nh-hotels.com +598 2916 0001	Double U\$S 75
Esplendor Hotel Cervantes https://www.esplendorcervantes.com	Araceli Bonari	ventas@esplendorcervantes.com +598 2711 7711	Double U\$S 75
Pocitos Plaza Hotel https://www.pocitosplazahotel.com.uy/	Fabian Cattini	reserva@pocitosplazahotel.com.uy +598 2712 3939	Double U\$S 69 / Triple U\$S 80
Ibis Montevideo http://www.ibis.com/es/hotel-3539-ibis-montevideo/index.shtml#overview	Juan Riccetto	H3539-FO1@accor.com +598 2413 7000	Double U\$S 59 (breakfast not included)
Urban Express http://www.hotelurbanexpress.com.uy/	Ignacio Martinez	info@hotelurbanexpress.com.uy +598 2902 0482	Double U\$S 45 / Triple U\$S 59

*Reservations and prices may be subject to rooms availability

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7. HEALTH REQUIREMENTS

Vaccinations:

A yellow fever vaccination certificate is required from travelers entering Uruguay from an infected area.

Other recommended vaccinations:

Title	Special precautions
Malaria	No
Hepatitis A	Yes
Yellow Fever	No
Typhoid	No
Diphtheria	Sometimes
Tetanus	Yes
Rabies	Sometimes

Health Care:

Uruguay has an excellent medical service. You are strongly advised to obtain international travel and medical insurance to cover the period of your departure for the meeting until the time of your return.

To call an ambulance please dial 105. For general emergency services, please call 911.

Food and Drink:

Water is mainly considered safe to drink, especially in Montevideo. Drinking water from rural areas may need sterilization. Milk is pasteurized and dairy products are safe for consumption. Local meat, poultry, seafood, fruit and vegetables are generally also considered safe.

Other risks:

According to advice from the World Health Organization, Uruguay has no known risk of Zika virus transmission from mosquitos.

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8. CURRENCY

Cash: The legal tender in Uruguay is the Uruguayan Peso (Peso Uruguayo UYU).
Banks: There are several banks near the workshop venue. All banks are open from Monday to Friday, from 1:00 pm to 5:00 pm.

ATMs: Automatic tellers and mini ATMs are usually located at banks, hotels, shopping centers and petrol stations, and will give you money in UYU. You can find ATMs by looking for signs saying "BanRed" or "RedBrou". Most Uruguayan ATMs can dispense US dollars in addition to pesos.

Money Exchange: Exchanging foreign currency at the airport is expensive, with rates about 28% above the exchange rates in the central offices. Depending on the Euro/US dollar to UYU interbank exchange rate if withdrawing UYU, it is usually more convenient to withdraw Euros/US dollars in an ATM and exchange them to UYU in an Exchange Office. These can be identified by a "Cambio" sign and are safe and professional. You can find "Cambio" offices in the Abitab or Redpagos centers or individually. There are many Exchange Offices in Montevideo City Centre and Old town as well as in shopping centers, some of them are "Cambio Matriz", "Cambio Varlix", "Cambio Gales".

Credit cards: Credit cards are accepted mostly everywhere today, the most common being Visa, Master Card and American Express. Some services such as public transportation (including taxis) still only accept cash.

9. GENERAL INFORMATION

Time zone: UTC/GMT -3 (5 hours behind Bonn)

Currency: Uruguayan Peso or Peso uruguayo (UYU)

Telephone Country code: + 598

Official language: Spanish

Dialing Code: the international dialing code for Uruguay is +598

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Emergency numbers: Police Emergency number is 911, Ambulance number is 105.

Business Hours: business hours tend to be Monday to Friday, 0900-1700. Some businesses open until noon on Saturday.

Weather: Montevideo is located in the southern hemisphere, which means that seasons are opposite to the northern hemisphere ones (the United States and Europe). Montevideo has cool winters (June to September), hot summers (December to March) and volatile springs (October and November); there are numerous thunderstorms but no tropical cyclones. Rainfall is regular and evenly spread throughout the year. The weather at the time of the event will probably be cool, it might get windy and rainy but Uruguay is also characteristic to be sunny throughout the year even when it is cold.

Drinking water: tap water is drinkable.

Electrical standard: In Uruguay, the standard voltage is 230 V and the frequency is 50 Hz. You can use your electric appliances in Uruguay, if the standard voltage in your country is in between 220 - 240 V, otherwise you will need a voltage converter. Most hotels provide dual voltage and transformers are usually available on request.

Safety recommendations: As is the case with all large cities, it is recommended not to wear jewelry of great value, be careful of pickpockets and do not neglect wallets or briefcases. It is recommended not to walk alone or with valuable possessions in the Old Town after Office hours.

Useful links: The official tourist website for Montevideo is <http://www.montevideo.gub.uy/>. You can also find tourist information in <http://www.turismo.gub.uy/> (Here in English).

10. WHAT TO VISIT IN MONTEVIDEO

Recommended places are:

- Plaza Independencia and Old City
- Palacio Salvo and Tango La Cumparsita Museum

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- The Gaucho and Coin Museum
- Los Andes Museum
- Centenario Stadium and Football Museum
- Palacio Legislativo, the Uruguayan Parliament
- Rambla (Promenade) of Montevideo

Further information can be found in the webpage of the [Ministry of Tourism](#) of Uruguay.

11. IMPORTANT CONTACTS

UNFCCC

Sustainable Development Mechanisms (SDM) - Stakeholder & Regional Support (SRS)

Laura Lenz Mail: lrenz@unfccc.int Tel: (+49)228 815 1687	Matthew Phillips Mail: MPhillips@unfccc.int Tel: (+49)228 815 1718
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Government of Uruguay

Climate Change Division - Ministry of Housing, Land Planning and Environment

Belén Reyes Mail: breyes@mvotma.gub.uy Tel: (+598)2917 0710 ext. 1231	Macarena Mo Mail: mmo@mvotma.gub.uy Tel: (+598)2917 0710 ext. 1233
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