



United Nations Alliance of Civilizations
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ANNUAL UNAOC FOCAL POINTS MEETING AND PREPARATORY CONFERENCE
Doha, April 29-30, 2014

Logistical Details and Practical Information

Dear Focal Points and Delegates,

The United Nations Alliance of Civilizations and the Host Country, the State of Qatar, look forward to welcome you in Doha. Please find below information on logistics for the Focal Points Meeting below:

The meeting venue:

The Ritz-Carlton, Doha: 700 QR
Address: P.O. Box 23400. Doha, West Bay Lagoon, Qatar
Phone: +974 4484 8000
Fax: +974 4484 8484dohrz.
Email: leads@ritzcarlton.com
Website:www.ritzcarlton.com/en/Properties/Doha

Focal Points and Delegates are invited to contact the Hotels directly to make reservations for their stay in Doha. Hotels were requested to provide preferable prices on two categories:

1) The Ritz-Carlton, Doha: 700 QR

Address: P.O. Box 23400. Doha, West Bay Lagoon, Qatar
Phone: +974 4484 8000
Fax: +974 4484 8484
Email: leads@ritzcarlton.com
Website:www.ritzcarlton.com/en/Properties/Doha

2) Coral Hotel Doha: 400 QR

Address : Al Sharq, Old Salata, Safilia Street
P.O. Box:20409, Doha, Qatar
Phone :+974 4424 0000
Fax :+974 4424 0001
Email :info@coraldoha.com
Website:www.coraldoha.com

Meals:

Catering (2 lunches and coffee breaks) will be organized by the host at the venue on April 29 and April 30.

Registration:

UNAOC Secretariat welcomes RSVPs from the Focal Points and their interest to take the floor during April 29-30 (see Programme for further details, check websites as per the letter). Confirmation of attendance should be sent to UNAOC Secretariat to **MalikaP@unops.org, by Monday, March 28, 2014.**

On-site registration to the Focal Points Meeting will be organized on April 28 and April 29, at the premises of the venue, where meeting badges and participants folders will be provided.

Working languages:

The Focal Points Meeting will be conducted in English. Simultaneous interpretation into Arabic will be provided.

Air Tickets:

The Focal Points and delegates are kindly requested to arrange their itinerary and tickets to Doha. Exact dates of the itinerary are subject to consideration by participants.

Visa Arrangements:

The Organizing Committee will provide visas for all participants.

Map, Currency, Climate:

To learn more about Doha and find useful information, please visit this website:

<http://www.onlineqatar.com/info/tourist-info.aspx>

Contact Information:

In you have any further questions regarding practical arrangements, please contact the Organizing Committee as follows:

Programme and RSVP, UNAOC, New York:

Ms. Malika Pulatova - Administrative Assistant

Phone: +1 212-457-1751.

Email: MalikaP@unops.org.

Visa, protocol and airport shuttles while in Doha:

Ms. Maryam, Ministry of Foreign Affairs of Qatar

Phone: +974 5565 8355

Email : mmakki@mofa.gov.qa

Ms. Ganin, Ministry of Foreign Affairs of Qatar

Phone:+974 3011 7440

Email : Pcoc@mofa.gov.qa

Thank you for your kind attention

The Organizing Committee