

CIRCULAR COMMUNICATION TO COMMISSIONERS, CONTRACTING GOVERNMENTS
AND MEMBERS OF THE SCIENTIFIC COMMITTEE
IWC.ALL.116

**Further information for 60th Annual and Associated Meetings, Santiago, Chile, June 2008:
delegation offices and reminder on hotel booking arrangements**

Further to Circular Communication IWC.ALL.114 of 19 December, please find:

1. information on the booking of delegation offices;
2. a reminder about hotel booking arrangements.

Information on visa requirements will be circulated shortly. We are just checking current requirements with the Government of Chile.

1. Delegation offices

The hotel is currently holding a number of rooms suitable for use as delegation offices. Any delegation wishing to book such a room should contact:

- until the end of February 2008: Vivian Ley (tel: +56-2-707-0017; fax: +56-2-707-0108; email: vivian.ley@sheraton.com)
- from 1 March 2008: Yolanda Perez, Sales Manager (Tel: +56-2-707-0111; fax +56-2-707-0991; email: yolanda.perez@sheraton.com).

2. Hotel booking arrangements

Arrangements for booking bedrooms at the Sheraton and several other hotels nearby are being handled by MKI Travel and Conference Management. A brief description of the hotels was included with the 19 December Circular. The hotels selected provide a choice of prices. There will be shuttle buses going from each of the off-site hotels to the conference venue.

All enquiries about, and reservations for bedroom accommodation should be addressed to MKI, through their website at:

<http://www.mkitravel.com/iwc/>

Due to problems with poor quality fax transmissions, particularly in relation to IWC/59, reservations made by fax will no longer be accepted. However, reservations by phone are possible and one of MKI's consultants will be available 24 hours a day, 7 days a week. Please see MKI's website for further details.

Please read the booking, payment, change, cancellation and no-show conditions carefully, but note that this year, no deposit is necessary and there is no cancellation penalty until 45 days prior to check-in.

MKI urges delegates to book accommodation before 1st April 2008 so as to have the best opportunity regarding availability and price.

Please note that it has been brought to my attention that another travel company MKAhotels is advertising that it has a block booking of rooms available at the Sheraton (for the IWC/60 plenary only) and for the Four Points Sheraton (<http://www.confmanager.com/main.cfm?cid=661&nid=8625>). IWC is not working with this company and the rates quoted by MKI Travel and Conference Management can only be guaranteed by booking through them.

Dr. Nicky Grandy
Secretary to the Commission