

3rd APEC Blood Supply Chain Policy Forum

National Institute of Hematology and Blood Transfusion | Hanoi, Vietnam | 8-9 December 2016

LOGISTICS NOTE

VENUE & BADGE COLLECTION



The 3rd APEC Blood Supply Chain Policy Forum will take place at the **National Institute of Hematology and Blood Transfusion (NIHBT)** (Pham Van Bach Street, Yen Hoa Ward, Cau Giay District, Hanoi, Vietnam) located in one of Hanoi's emerging urban and commercial centers.

Badge collection is offered to all participants on **Thursday, 8 December (08:00-09:00)** at NIHBT.

HOTEL GUEST ROOM ACCOMMODATIONS

We strongly encourage participants to make their guest room reservations with the **JW Marriott Hotel** located 3.5 kilometers from the NIHBT or the **Novotel Suites Hotel** located 900 m from the NIHBT. APEC will be providing shuttle services to/from the NIHBT to these hotels. We encourage you to book accommodations as soon as possible. **Rooms are made available on a first come, first serve basis and nightly rates are subject to change.**

1. JW Marriott Hanoi (3.5 kilometers from NIHBT)

No.8 Do Duc Duc Road, Me Tri Ward, South Tu Liem District, Ha Noi
Tel: +84 4 3833 5588 (ext. 1731) | Fax: +84 4 3833 5599

Contact person: Lena Ngoc Anh Bui (Ms.), Sales Executive
Mobile: +84 (0) 902 161 955/ +84 (0) 903 238 891

Email: anh.bui@marriott.com

Website: <https://www.marriott.com/hotels/travel/hanjw-jw-marriott-hotel-hanoi/>

Deluxe Single: VND 3,200,000++ (~\$143 USD) /room/night

Deluxe Double: VND 3,640,000++ (~\$163 USD) / room/night

- The above rates are quoted in Vietnamese Dong (VND) per room, per night. According to the Vietnamese law, all billings need to be presented in VND. Payment can be settled in VND or USD.
- Rates are inclusive of buffet breakfast, for both single and double occupied rooms. Breakfast will be available in the JW Café the hotel's all day dining restaurant.
- Rates are subject to 5% service charge and 10% government tax.
- The rates offered, are based on fulfillment of 10 rooms or more per night; should there be a decrease of more than 10% of the total room nights blocked, the hotel reserves the right to re-negotiate and revise the room rate.

Check in & Check out time:

Check-in time is 2:00 PM. Check-out time is 12:00 PM. Guests arriving before 2:00 PM can store their luggage at the concierge desk until a room becomes available. For early arrivals, we suggest that rooms are reserved for the day prior to arrival. A 50% charge of the group rate will apply for late check-out (up to 6:00 PM). After 6:00 PM the full rate will apply. Late check-out is subject to availability.



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Room Features:

- High speed internet access
- Individual temperature control
- Bose Wave Radio entertainment and iPhone docking
- Satellite/Cable TV
- Blue-ray DVD player in each room
- Mini bar, coffee & tea making facilities
- Laptop size In-room safe
- Oversized marble bathroom with separate shower and bathtub
- Use of swimming pool and fitness center

2. NOVOTEL SUITES HANOI (900 meters from NIHBT)

5 Duy Tan, Cau Giay District, HANOI

NGUYEN Duc Hoang (Mr.) - Sales Executive

Mobile : +84 (0) 98 255 1990 Tel : +84 (0) 4 3226 3913

Email: H9813-SL4@accor.com

Website: <http://www.novotel.com/gb/hotel-9813-novotel-suites-hanoi-/index.shtml>

AIRPORT TRANSFERS

Hanoi's Noi Bai International Airport (HAN) is located 27 kilometers from the NIHBT. The airport is located 27 km (40 min) from the JW Marriott and 25 km from the Novotel Suites (30 min). APEC will not provide a shuttle to/from the airport. It is highly recommended that you organize a private car or licensed taxi service through your hotel in advance of your departure to Hanoi. If arranged through the JW Marriott or Novotel Suites, a private car service will cost approximately \$120 (USD) and \$90 (USD), respectively, roundtrip. A licensed taxi service will cost approximately \$20 (USD) each way.

MEALS

Participants who reserve their guest room accommodations at the JW Marriott will have breakfast included as part of their reservation. The program will have designated coffee breaks and lunch provided on 8-9 December. In addition, a dinner will be held for participants in the evening of 8 December.

VISAS

Ordinary passport holders, held for at least 6 months, (Non-Diplomatic/Official/APEC Business Travel Card) from the following APEC economies are not required to obtain visas prior to entry into Vietnam for stays less than 14 days (certain APEC countries listed allow for stays up to 30 days without a VISA, however 14 days covers all countries listed): Brunei Darussalam, Indonesia, Japan, Malaysia, Philippines, Republic of Korea, Russia, and Singapore.

Participants from China holding passports for public affairs or normal passports endorsed "for public affairs" do not require a visa for Vietnam.

Please submit your visa application through your local Vietnam consular office. Please allow enough time for visa processing. If an additional support letter is required to process your application at the local Vietnam consular office, please email **Mr. Thomas Pacheco** tpacheco@crowell.com for assistance. Please provide your passport number as well as the issue/expiry dates.



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SECURITY

All participants must wear their registration badge during the event. Participants may collect their badge on Thursday, 8 December (08:00-09:00) at the NIHBT.

LANGUAGE

The event will be conducted in English as the official language of APEC.

DRESS ATTIRE

Requested attire for the workshops and plenary session is “business” dress.

WEATHER

Hanoi enjoys cool, dry conditions during the month of December. The average high temperature in December is about 19 C (67 F) while the average low temperature is about 15 C (59 F). Participants should expect shorter daylight times (5 hours of sunlight) and relatively cloudy skies but with a low possibility of rain.

EVENT CONTACT INFORMATION

All General Inquiries

Telephone: +1-202-508-8965

Email: **Thomas Pacheco** tpacheco@crowell.com or **Michael Schmitz** mschmitz@crowell.com