

**UN-REDD**  
PROGRAMME



## Logistical Note

### South-South Exchange / Latin America and the Caribbean Region Practical experiences towards the implementation of the Warsaw Framework for REDD+ Opportunities and Challenges Guadalajara, Mexico 11 – 13 August 2015

#### Venue

The meeting will take place in Guadalajara, Mexico from 11 to 13 August 2015 at the hotel Riu Plaza Guadalajara  
Av. Lopez Mateos, 830 - Fracc. Chapalita  
Guadalajara - Jalisco  
Telephone: +52 (33) 38 80 75 00

More information can be found [here](#).

#### Accommodation

The organizers are covering accommodation expenditures for all sponsored participants during the dates of the workshop at the hotel Riu Plaza Guadalajara where the workshop will take place.

Reservations will be coordinated by our colleagues Roseline Devillier [roseline.devillier@undp.org](mailto:roseline.devillier@undp.org) and Fernando Pinel [Fernando.pinel@undp.org](mailto:Fernando.pinel@undp.org)

In case participants are interested in staying in another venue or arrive/depart in different dates from the workshop **please note that they will be responsible for organizing their hotel expenditures including transport to the hotel Riu (workshop venue).**

Expenditures such as personal calls, faxes, laundry, mini bar or any personal expenditures must be covered by the participant with his/her own funds and they need to be paid directly to the hotel when checking out.

Please consider that it is the policy of the hotel to request a credit card when checking in as a guarantee that the participant can cover any additional costs not included in the package. This does not mean that your credit card will be charged by mistake.

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## Transport – Airport/Hotel/Airport

Any taxi from the airport to any central location within the city will cost between 220 to 300 pesos. We suggest taking taxis directly from the airport. Cost is covered by the organizers.

The **hotel Riu Guadalajara** is about 15 km from Guadalajara International Airport.

## Getting around

### Walking

You can walk downtown however for longer distances or to go outside downtown, we suggest taking a taxi.

### Taxi

Either negotiate the cost with the driver or ask him to turn on the taximeter. In any case please ensure that you agree on the system to be used before entering the taxi. Taxis are more expensive at night or when they have to cross the inner ring of the city.

## International calls and internet access

All rooms include a wireless connection. The rooms have access to international calls however this cost is not included in the workshop package and must be paid directly to the hotel if the participant chooses to make such calls.

## Tickets and DSA

We will be sending flight tickets for the participants financed by the organizers of the workshop. The participants that are financed by other funds will need to organize his/her ticket and expenses.

During the first day of the workshop an envelope with your subsistence fund will be given to you based on official UN rates. This fund will also include transportation (based on UN rates) from your residence to the airport, airport to the hotel in Guadalajara, hotel to the airport in Guadalajara and finally from the airport in your home country to your residence. The amount given will be enough to cover personal expenses and internal transfers during your stay for the workshop.

## Visa

There are some nationalities that require a visa prior entering Mexico. Each participant is responsible for organizing his/her visa prior to departure when applicable.

For more information please contact your Mexican Embassy/Consulate in your country of residence.

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## National Currency

The Mexican peso is the official currency for all transactions. We recommend using only official and authorized currency exchange establishments for your currency exchanges.

Most credit cards (VISA, Mastercard and American Express) are accepted.

## Temperature

During this time of year temperatures in Guadalajara are between 32 and 17 Celsius degrees. However, strong rains are common.

## Electricity

Voltage and frequency in Mexico is 100V, 60Hz as you can see in the following illustration:



## Contact

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