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Meeting:	IRG#38		
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LOGISTICS FOR IRG#39 MEETING

MEETING LOCATION:

The National Library of Vietnam. Address: 31 Trang Thi Street, Hoan Kiem District, Hanoi Tel: +84 4 38255397 Fax: +84 4 38253357, +84 4 38248051 Website: <u>http://www.nlv.gov.vn</u>, <u>http://www.thuvienquocgia.vn</u> Email: <u>info@nlv.gov.vn</u>

The plenary meeting will be in the Conference Room of the library.

More detailed maps are attached at the end of this file.

PASSPORT, VISA and VACCINATION

It is advised that you should check regulations regarding passport, visa and vaccination to come to Vietnam with your travel agency and/or Vietnamese embassies/consulates.

The best way to enter to Vietnam is to take a tourism visa.

Some countries need not visa like Japan, Korea. If you need a visa, you should note how long you need to obtain one. If you need any document such as an invitation letter, please contact the host as soon as possible.

HOST CONTACT

Visa Support: Mr. Nguyen Hai Anh, chief of the Technical Department 7 Vietnam Standard and Quality Institute Tel: 84 4 37569085 Mobile: 8490343423 Fax: 84 4 38361771 Email: nh-anh@tcvn.gov.vn, anhnh_77@yahoo.com Website: http://www.vsqi.gov.vn/default.aspx

Logistics, Hotel, Meeting Information: Mr. To Trong Duc Nom Na Office - Vietnamese Nom Preservation Foundation Tel: 84 04 6293 1747 Mobile: 84 903266150 Email: totrongduc@gmail.com

anything else: Mr. Ngo Trung Viet Email: ntviet@gmail.com Mobile: 84903746 215

HOTELS

Some hotels are recommended for the meeting. You should choose and contact a hotel by yourself to reserve a room as soon as possible. You can visit website for choosing hotel.

Please contact each hotel for details.

The following hotels are shown for your convenience. You need to contact the hotel to ensure the availability and rates of rooms.

	Hotels	Prices	Web
1	Melia Hanoi, 44B Ly Thuong Kiet - Hoan Kiem district, tel: + 84 4 39343343	Deluxe \$140 Level Deluxe \$185 Level Executive Suite \$235	http://www.meliahanoi .com
2	Somerset Grand Hanoi , 49 - Hai Ba Trung - Hoan Kiem district, Tel: +84 4 39342342	Bedroom Executive \$217 Bedroom Deluxe \$180	http://www.somerset.c om
3	Moevenpick, 83A - Lý Thuong Kiet - Hoan Kiem district, Tel: +84 4 38222800	Superior Deluxe Double, \$155 Premium Deluxe Double, \$176 Junior Suite Double, \$270	http://www.moevenpic k-hotels.com
4	Zephyr , 4-6 Ba Trieu - Hoan Kiem district, Tel: +84 4 39341256	Superior room, \$124 Deluxe room, \$145 Suite room, \$180	http://www.zephyrhote l.com.vn/
5	Royal Palace , 18A Quan Su Street, Old Quarter, Hoan Kiem District, Tel: +84 4 39381763	Superior, \$55 Deluxe City View, \$70 Royal Balcony City View, \$90 Family Balcony City View, \$105	http://www.royalpalac ehotelhanoi.com/
6	Hotel Sofitel Legend Metropole Hanoi 15 Ngo Quyen Street Hoan Kiem District Tel: +84 4 38266919 +84 4 38266920	Opera Wing, Premium Room , \$180 Opera Wing, Premium Double Room, \$230	http://www.sofitel.com/ gb/hotel-1555-sofitel- legend-metropole- hanoi/index.shtml
7	De L'Opera Hanoi 29 Trang Tien street, Hoan Kiem District, Tel: +84 4 6282 5555	Deluxe, 150 Grand Deluxe, 165	http://www.hoteldelop era.com/
8	Silk Path 195 -199 Hang Bong street, Hoan Kiem District Tel: +84 4 3266 5555	Deluxe, 80 - 105 Executive, 125	http://silkpathhotel.co m/vi

TRAVEL INFORMATION:

Many international flights to Noi Bai International airport of Hanoi every day (35km far from the city center).

Taxi from the airport Noi Bai to your hotel is about 350 000 VND (around \$15-16). Taxi from Hanoi to the airport is about 250 000 VND (\$11-12).



★ Meeting place

O Hotel

National Library of Vietnam

