

## ANNEX C

(to TSB Collective letter 3/SG3RG- AFR)

### Practical information for participants

## 1 Event venue

### Hôtel Praia

Praia Lagarto – Airport road

São Tomé

Tel: +239 2 22 62 35

Fax: +239 2 22 14 58

Email: [hotel.praia.hotel@gmail.com](mailto:hotel.praia.hotel@gmail.com)

Website: [www.hotel-praia.com](http://www.hotel-praia.com)

## 2 Hotels

Hotel reservations may be made directly by the delegates. However, those delegates who wish to may request AGER to do so. In this case, they need to inform AGER the name of their chosen hotel (see **Form 3**).

Preferential rates have been obtained with certain hotels.

AGER contact for hotels

Tel: +239 2227 59 / +239 2227360

Fax: +239 2 227 361

E-mail: [cmendes3@gmail.com](mailto:cmendes3@gmail.com)

Copy: [afahe@yahoo.fr](mailto:afahe@yahoo.fr); [ruitrindade-stp@hotmail.com](mailto:ruitrindade-stp@hotmail.com)

These hotels are no more than a 5 or 10 minute drive from the meeting venue.

Arrangements will be made by AGER to transport delegates from their respective hotels to the meeting venue.

However, delegates staying in hotels other than those proposed will have to make their own arrangements.

The list of proposed hotels may be found in **Annex D**.

## 3 Arrival and transportation

Arrangements will be made to meet delegates upon arrival at the airport and take them to their respective hotels. Delegates wishing to benefit from this service are requested to send their flight details and arrival time to the following contact person (see **Form 2**):

Ms. Conceição MENDES

Tel: +239 2 22 73 59

Mobile: +239 9 93 88 66

E-mail: [cmendes3@gmail.com](mailto:cmendes3@gmail.com)

Mr. Rui SECA

Tel: +239 2 22 73 59

Mobile: +239 9 91 85 43

E-mail: [ruitrindade-stp@hotmail.com](mailto:ruitrindade-stp@hotmail.com)

#### **4 Visa – Formalities for entering Sao Tomé**

In order to enter Sao Tomé a visa is necessary and a passport valid for at least three months beyond the date of entry. Entry visas may be obtained from the nearest Sao Tomé diplomatic/consular mission.

The member countries of PALOP (Portuguese Speaking Countries) who have an official passport (diplomatic or service) do not need a visa.

Nationals of other countries who have no facilities for obtaining visa in their country can get a virtual visa at the following address: <http://www.smf.st/virtualvisa/>. Seven working days are necessary to obtain a reply.

For any questions regarding visas, please contact the following local coordinator:

Mr. Rui SECA

Tel: +239 2 22 73 59

Mobile: +239 9 91 85 43

E-mail: [ruitrindade-stp@hotmail.com](mailto:ruitrindade-stp@hotmail.com)

#### **5 Currency and exchange**

The local currency is the Dobras (STD).

**1 Euro = 24 500, 00 STD** (fixed rate)

**1 USD = 18.500,00 STD** (variable rate)

Foreign currency can be exchanged in banks.

STD notes are 5.000 / 10.000 / 20.000 / 50.000 /100.000 STD

#### **6 Opening hours**

-Shops:

Monday to Friday: 08:00 to 12:30 and 15:00 to 17:30

Saturday: 08:00 to 13:00

-Supermarkets

Monday to Saturday: 8:00 to 21:00

-Public Sector

Monday to Friday: 07:00 to 15:30

-Banks:

Monday to Friday : 08:00 to 15:00

Saturday: 09:00 to 13:00.

#### **7 Language**

The official working language is Portuguese.

## 8 Climate

Sao Tomé and Príncipe has a tropical and humid climate. The average temperature varies between 21° C and 27° C with frequent rainfalls in the south of the island of São Tomé and in Príncipe.

There are two seasons: the dry season between June and August and the rainy season the rest of the year. Throughout the year there are 1760 hours of sunshine (up to 1300 hours between 500-1000 meters). Its mountainous terrain offers different microclimates.

February is usually the warmest period, in the north and northeast of São Tomé Island, the temperature varies between 27° C to 30° C, there are very few rainfalls, except in Southern island of São Tomé and Príncipe.

## 8 Local time

GMT + 0

## 9 Telecommunications

The country code for the Republic of Sao Tomé and Príncipe is **+239**.

The mobile telephone operators have the following code: **9**

A SIM card costs approximately 80 000 STD. It must be registered in accordance with the Sao Tome and Príncipe's official regulations.

## 10 Electricity

Electricity is supplied as 50Hz alternating current and the voltage is 220V.

The following standard plugs/sockets are used:



## 10. Water

Tap water is treated and drinkable. However we recommend to drink mineral water.

## 11 Health

Only the yellow fever vaccination is mandatory except for European citizens.

## 12 Internet connectivity

Internet connection will be available at the meeting venue. Payment may be required at certain hotels.

## 13 Contact

For any questions, please contact:

Mme. Conceição MENDES

Tel: +239 2 22 73 59

Mobile: +239 9 93 88 66

E-mail: [cmendes3@gmail.com](mailto:cmendes3@gmail.com)

M. Rui SECA

Tel: +239 2 22 73 59 ;

Mobile: +239 9 91 85 43

E-mail: [ruitrindade-stp@hotmail.com](mailto:ruitrindade-stp@hotmail.com)

Mme Adelaide FAHE

Tel: +239 2 22 73 59 ;

Mobile: +229 9 92 36 46

E-mail: [afahe@yahoo.fr](mailto:afahe@yahoo.fr)