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Organisation de Coopération et de Développement Économiques
Organisation for Economic Co-operation and Development

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English - Or. English

DEVELOPMENT CENTRE

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**OECD DEVELOPMENT CENTRE
50TH ANNIVERSARY HIGH-LEVEL MEETING, 1 MARCH 2012**

ORGANISATIONAL ASPECTS

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JT03315790

Complete document available on OLIS in its original format

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English - Or. English

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**OECD DEVELOPMENT CENTRE
50TH ANNIVERSARY HIGH-LEVEL MEETING**

1 March 2012, OECD CONFERENCE CENTRE

Timetable and Meeting Room Arrangements

1. This High Level Meeting (HLM) of the OECD Development Centre Governing Board will be held in **Room CC12** of the OECD Conference Centre, 2, rue André Pascal, 75016 Paris, on **Thursday 1st March 2012**.
2. Seating arrangements at the main table are:
 - Each Development Centre Member country will have at least one seat at the table for each session with two seats behind (please note that if you have a whisperer, they would occupy one of the seats behind). All Ministers will have a seat at the table (i.e. if a country is represented by more than one Minister, they will both/all have a seat at the table) with two seats each behind.
 - Each of the Enhanced Engagement and Accession countries (Minister/high-level representative) will have one seat at the table also with two seats behind.
 - Each International Organisation represented at a high-level will have one seat at the table and one seat behind.
3. In all sessions, seats at the table will follow French alphabetical order starting with Development Centre member countries, followed by Accession and Enhanced Engagement countries who are not Members of the Development Centre, then International Organisations.
4. Room **CC15** will serve as a listening room for Delegations with more than the number of participants set above and staff of the Secretariat for whom no seat is available in Room **CC12**.
5. Room **CC13** will serve as a V.I.P. room. A member of the Secretariat will assist Ministers and Delegations who wish to use the V.I.P. room. Bilateral meetings and other requests should be addressed to Ms. Nadine Ruprecht (nadine.ruprecht@oecd.org; Tel: +(33-1) 45 24 18 90). Please note that it will be possible to book a room in half-hour slots (or less), as required. Bilateral meetings will be held in room **CC20, CC22, CC24 & MZ05** (Mezzanine level).
6. Internet access for Delegates is available in the Conference Centre and free Wifi for portable PCs is accessible throughout the Centre. All mobile phones must be switched off before entering the meeting rooms.

Meeting dynamics

7. The meeting will be co-Chaired by one OECD Minister and one non-OECD Minister. **Mr. Angel Gurría**, Secretary-General of the OECD, will present the Opening Keynote Address. **Mr. Leonel Fernandez**, President, Dominican Republic, will present the Closing Keynote Address.

8. Interventions should be free-flowing (no reading from prepared statements). For this reason, the Secretariat suggests that no PowerPoint presentations be made at the meeting. Aside from lead speakers/named speakers, all participants who intervene in the discussion are requested to limit their interventions to a maximum of three minutes in order to enable all who wish to participate to do so and to allow time for some “two-handed” interventions (maximum 1 minute) to put questions to specific ministers. The Secretariat will be in contact with lead speakers to provide additional information.

9. Delegations are invited to make written statements available to the Secretariat in advance of the meeting. If you would like to make a written statement available to participants, we would please ask you to provide it to Ms. Martha Baxter (martha.baxter@oecd.org, Tel +33 (0)1 45 24 91 86) by **28 February**. Statements provided in only one language will not be translated. For each statement, the country and name of the Minister should be clearly indicated. Please inform Ms. Martha Baxter whether such statements can be made available to the public and to the Press. These statements will be reproduced and made available to those attending the meeting.

Schedule of High Level Meeting

Date	Time	Event	Meeting Room	Location
50th Anniversary High Level Meeting				
Wednesday 29 February	18:00	First Angus Maddison Development Lecture	Auditorium	OECD Conference Centre
Wednesday 29 February	19:00	Cocktail	George Marshall	Château de la Muette
Thursday 1 March	09:15	High Level Meeting	CC12	OECD Conference Centre
Thursday 1 March	09:15	Listening Room for HLM	CC15	OECD Conference Centre
Thursday 1 March	13:30	HLM Lunch (by invitation only)	Roger Ockrent	Château de la Muette
Thursday 1 March	13:30	HLM Buffet Lunch	George Marshall	Château de la Muette
Thursday 1 March	18:15	Cocktail hosted by Chair of the Development Centre Governing Board, Ambassador Wojciechowski	George Marshall	Château de la Muette
Thursday 1 March	19:00	Piano concert of Leszek Możdżer hosted by Chair of the Development Centre Governing Board, Ambassador Wojciechowski	Roger Ockrent	Château de la Muette

Registration for the High Level Meeting/Badges

10. All participants who wish to have access to the High Level Meeting must be registered. Permanent Delegations are requested to register with Mrs. Sandra Lloyd (sandra.lloyd@oecd.org). The Secretariat will send out a form to be filled in by Delegations giving the details of all participants. The deadline for registering participants is **Tuesday 21 February 2012 at 18:00**.

11. At the Meeting, entry to the meeting rooms will be strictly controlled. All registered participants will receive a badge. Entry badges for the meeting will be established on the basis of the details of participants given by Delegations when registering with Mrs. Sandra Lloyd. Ministers/Head of Delegations will receive a red badge which will provide access to all meeting rooms (main room - CC12, listening room - CC15 and the VIP room – CC13). Delegates will receive a yellow badge that provides access to the listening room (CC15). Each delegation will also receive two non-nominative badges which will give members of a delegation access to the main room (CC12) when presented alongside their yellow participant badge. Security personnel and personal press travelling with Ministers will have different coloured badges. Please note that members of the OECD Secretariat will also have a different coloured badge. Please be aware that the OECD Permanent Delegation badge will **not** allow access to the meeting rooms.

12. The badges will be available for collection at the main OECD entrance, 2 rue André Pascal (contact: sandra.lloyd@oecd.org) on **Tuesday 28 February 2012 from 14.00 to 17.00** in the main reception area of the Conference Centre. Uncollected badges will be kept at the OECD main entrance of the Conference Centre ready for collection on the morning of the meeting.

Briefing meeting and guided tour of OECD Conference Centre

13. There will be a briefing meeting and a guided tour of the OECD conference Centre to ensure that all participants are familiar with the setting of the High Level Meeting. This will take place on 20 February at 14:00 in the Auditorium of the OECD headquarters, 2 rue André-Pascal. If you and other members of your delegation would like to attend, please inform Mrs. Sandra Lloyd by **16 February 2012**.

List of participants

14. A list of Ministers (or Heads of Delegation) who have been registered in EMS will be made available and updated periodically on the High-Level Meeting website which will go live next week. Should you **not** wish your Minister's name to appear on this website, please contact the Secretariat as soon as possible (sandra.lloyd@oecd.org; Tel +33 (0)1 45 24 82 89).

15. A provisional participants list will be made available in the opening session of the meeting on 1 March 2012.

Documentation

16. Ministers and members of the national Delegations who participate in the meeting will receive a document folder (three per country) containing a complete set of documents. The folders can be collected from the OECD main reception area, 2, rue André Pascal, Paris, from **14.00 to 17.00 on Tuesday 28 February 2012, along with the badges, macarons for Ministerial cars and any meal/cocktail invitation cards** and will contain the following documentation:

- Programme of the Ministerial Meeting
- Booklet of Issue Papers for discussion on:

- Session 1: “Redesigning National Development Strategies in a shifting world”;
- Session 2: “Building competitive economies”;
- Session 3: “Fostering cohesive societies”;
- Session 4: “OECD Strategy on Development.”
- A USB key with all other Background documentation
- A brochure on the 50th Anniversary of the Development Centre.
- A notepad

50th Anniversary Webpage

17. The dedicated 50th Anniversary High Level Meeting website will go live next week. We will send you a message once it's live. The Information will be updated regularly.

18. The final Communiqué will be made available on the webpage at the end of the Meeting.

19. Additional material will be posted on the High Level Meeting webpage on the days following the Meeting.

Publication stand

20. An OECD publication stand in the Conference Centre will showcase a number of relevant publications on the work of the Development Centre and other relevant work on development by other parts of the Organisation.

Press

21. A Press Conference will be held on **1st March** in Room CC16 from **18.00 to 18.30** to present the final HLM Communiqué. Journalists will be present and interviews can be organised via the Centre's Press Officer Ms. Elodie Masson (contact: elodie.masson@oecd.org telephone: +33 (0) 1 45 24 82 96).

Side Events

First Angus Maddison Development Lecture and Cocktail

22. On **Wednesday 29 February at 18.00** we will be holding the first Angus Maddison Development Lecture by Philippe Aghion, Professor of Economics of Harvard University, organized thanks to the support of EDFI. This will take place in the Auditorium of the OECD headquarters, 2 rue André-Pascal, and will be followed by a cocktail in the George Marshall Room. Invitations will be sent to delegations by post. Should you have representatives arriving from capital who would like to attend this event, please inform Mrs. Sandra Lloyd by **24 February** to ensure they receive an invitation.

Coffee Breaks

23. There will be one coffee break of 25 minutes in the morning, 11:35-12:00.

Lunch

24. The HLM lunch for Heads of Delegation on Thursday, 1 March will be held in the Room Roger Ockrent in the Chateau. Each delegation will receive **one invitation** for the Head of Delegation (to be collected along with the document folder on **Tuesday 28 February 2012 from 14.00 to 17.00**). Please ensure your Head of Delegation receives the invitation and inform Mrs. Sandra Lloyd of any special dietary requirements by **Thursday 23 February 2012** (sandra.lloyd@oecd.org; tel +33 (0)1 45 24 82 89). **Room D** in the Château will be available as a listening room (audio only).

Buffet Lunch

25. All other participants are invited to a buffet lunch which will be served in the George Marshall room between 13:30 and 15:00.

Piano Concert and Cocktail

26. A piano concert by Leszek Mozdzer will be hosted by the Chair of the Governing Board, Ambassador Wojciechowski, on 1 March at 19.00 in the Roger Ockrent. The concert will be preceded by a cocktail in the George Marshall room from 18.15.

Interpretation

27. Simultaneous interpretation will be provided in the two official languages of the Organisation (English and French) and in Spanish for all events during the High Level Meeting.

28. Any delegation wishing to have interpretation into or out of a language other than English, French or Spanish is requested to notify Ms. Clare Donovan (Clare.DONOVAN@oecd.org; Tel: 01 45 24 83 10 & Ms. Joan Olivar (joan.olivar@oecd.org, Tel.: 01 45 24 83 10), and copy Sandra Lloyd (sandra.lloyd@oecd.org; 01 45 24 82 89). The deadline for requesting interpretation is **Monday 20 February 2012**.

29. Interpretation, including rental of a mobile interpretation booth, in languages other than English, French or Spanish would be at the cost of the country requesting this service.

Security Arrangements

30. OECD security services will be present throughout the site, and security officers will cover general surveillance of all conference rooms and public areas. A metal detector will be placed in the entrance to the Conference Centre and all participants will be expected to pass through it to reach the lower level conference meeting rooms. Bags and other items carried will be screened through an X-ray machine.

31. Please be aware that body guards will have access inside the security perimeter but not to the main room or the listening room and that firearms are strictly regulated within the Organisation.

32. Delegations wishing to request authorization for security personnel to be armed must contact OECD Security Service, sap@oecd.org by **28 February**.

Access to the OECD

Access by Car

33. Ministers/Heads of Delegation and those accompanying them in their car will be dropped off directly in the Château courtyard. They should enter the Château through the grille d'honneur at 4 rue André-Pascal. To access the courtyard, a "maccaron" should be clearly displayed in the windscreen of the vehicle. This maccaron (one per delegation) will be included in the package to be collected by delegations on 28 February.

34. Other cars will drop off participants in front of the OECD Conference Centre entrance at 2 rue André Pascal.

35. All vehicles must be registered with the Secretariat (sap@oecd.org) giving information on the model of the car and license plate number by 28 February.

Pedestrian Access

36. Pedestrians may access the Ministerial through the main entrance of the OECD Conference Centre at 2 rue André-Pascal.

Taxi

37. Please note phone numbers for taxis are provided at the welcome desk of the Conference Centre.

ACTION REQUIRED BY DELEGATIONS

Deadline Date	Action	Contact Person
20 February	Interpretation requests/whisperers attendance	Clare Donovan Clare.DONOVAN@oecd.org Tel: 01 45 24 83 10 Joan Olivar joan.olivar@oecd.org Tel: + 33 (0)1 45 24 83 10
20 February	Delegations can attend the briefing meeting and guided tour of the OECD Conference Centre at 14:00 in the Auditorium. Please inform Sandra Lloyd, by 16 February , of those persons wishing to attend.	Sandra Lloyd sandra.lloyd@oecd.org Tel: 01 45 24 82 89
21 February, 18:00	High Level Meeting: Delegates are requested to register their Delegation participants with Mrs. Sandra Lloyd, including any security personnel and press accompanying the Minister and/or Delegation.	Sandra Lloyd sandra.lloyd@oecd.org Tel: 01 45 24 82 89 Roxana Romero roxana.romero@oecd.org Tel: 01 45 24 82 90
23 February	Notification of any special dietary request	Sandra Lloyd sandra.lloyd@oecd.org Telephone: + 33 (0)1 45 24 82 89
24 February	Notification of representatives from capital who would like to attend First Angus Maddison Development Lecture and Cocktail on 29 February.	Sandra Lloyd sandra.lloyd@oecd.org Telephone: + 33 (0)1 45 24 82 89
28 February	Notification and license plate number and parking needs for the car used to transport the Ministers and Head of Delegation.	sap@oecd.org
28 February	Delegations requesting authorization for security personnel to be armed must contact OECD Security Service.	sap@oecd.org
28 February	Delegations are requested to provide the Secretariat with any written statements in English and/or in French. These will be distributed on the day of the Ministerial Meeting.	Martha Baxter Email: martha.baxter@oecd.org Tel: 01 45 24 91 86
28 February	Delegations can pick up their Ministerial folders and badges at the OECD main reception area from 14:00-17:00 on Tuesday 28 February.	Sandra Lloyd sandra.lloyd@oecd.org Tel: 01 45 24 82 89

RESTAURANTS NEAR THE OECD
(SEE MAPS ON NEXT PAGE)

The Mozart – 12, avenue Mozart - 01 45 27 62 45 (Café)

Yamazaki France – 6, Chaussée de la Muette - 01 40 50 19 19 (Bakery/Café)

Geffroy Michel – 8, Chaussée de la Muette - 01 42 88 21 50 (Bakery/Café)

Rotonde de la Muette – 12, Chaussée de la Muette - 01 45 24 45 45 (Brasserie)

Souvlaki de Mykonos – 34, rue Bois le Vent - 01 42 88 21 56 (Greek)

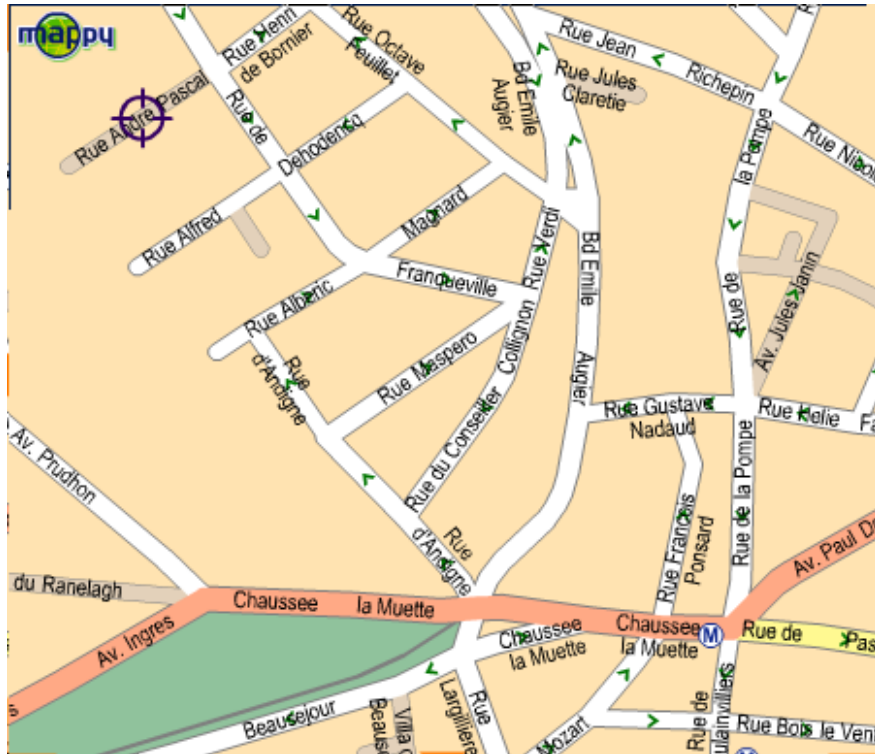
La Pinède – 10, rue Mignard - 01 45 03 01 19 (Lebanese)

Dino Ristorante - 8, Chaussée de la Muette - 01 42 88 50 05 (Italian)

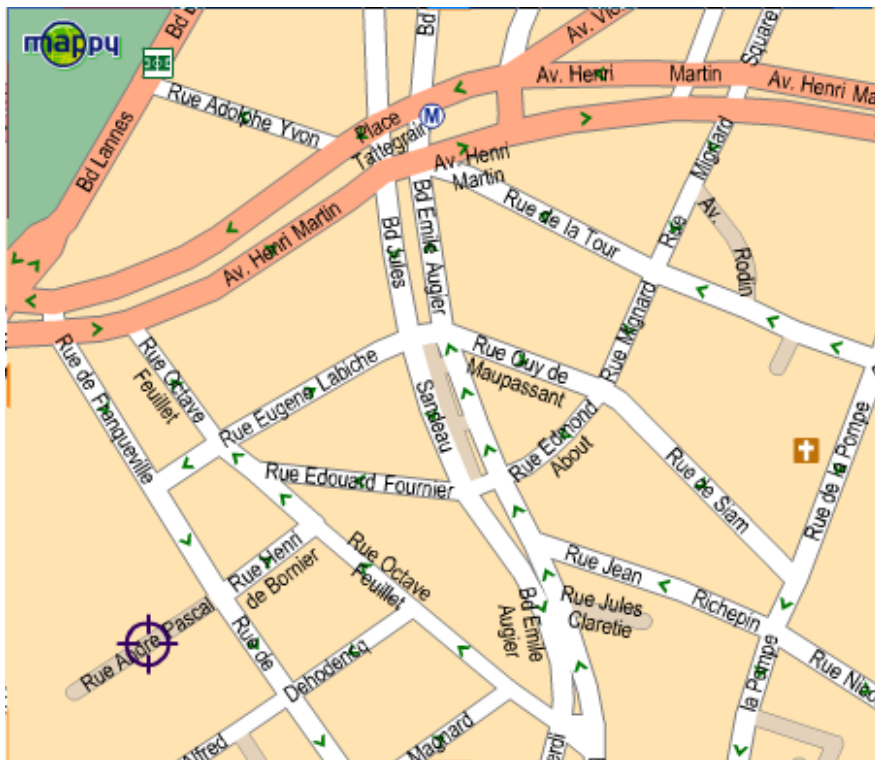
La Gare - 19, Chaussée de la Muette - 01 42 15 15 31 (French /Inventive cuisine)

Bon – 25, rue de la Pompe - 01 40 72 70 00 (French /Inventive cuisine)

MAP OF AREA BETWEEN THE OECD AND METRO LA MUETTE (LINE 9)



MAP OF AREA BETWEEN THE OECD AND AVENUE HENRI MARTIN



LIST OF HOTELS IN THE AREA OF OECD HEADQUARTER (LA MUETTE, PARIS 16E)

This information is provided for convenience only and does not constitute an endorsement or recommendation by the OECD of the services of a particular hotel. The OECD has made no verification and makes no express or implied representation as to the quality or availability of the hotel services or as to the continued validity of the indicated rates and prices, which are subject to change without notice. We suggest that you verify the nature of the services, the applicable rates and any other relevant information directly with the hotel.

OECD, 2 rue André Pascal, 75016 Paris, Metro La Muette

Hotels close to OECD Headquarters	OECD rate	Breakfast	Other information
AMBASSADE** 79, rue Lauriston, 75016 Paris Tel: +33 1 45 53 41 15 Fax: +33 1 45 53 30 80 Email: paris@hotelambassade.com Website: www.hotelambassade.com Metro: Boissière or Victor Hugo	Single: 99 €/119 € Double: 107 €/135 €	15 €	Free Wi-Fi 38 rooms
ANGLETERRE** 21, rue Copernic, 75016 Paris Tel: +33 1 47 27 80 67 Fax: +33 1 47 27 34 71 Email: contact@hotelangleterre-etoile.com Website: www.hotelangleterre-etoile.com Metro: Boissière or Victor Hugo	Single : 95 € Double : 105 €	8.80€	Free Wi-Fi 29 rooms
BOILEAU** 81, rue Boileau, 75016 Paris Tel: +33 1 42 88 83 74 Fax: +33 1 45 27 62 98 Email: info@hotel-boileau.com Website: www.hotel-boileau.com/ Metro: Exelmans	Single: 88 € Double: 105 €	Included	NC
HAMEAUX DE PASSY** 48, rue de Passy, 75016 Paris Tel: +33 1 42 88 47 55 Fax: +33 1 42 30 83 72 Email: hameau.passy@wanadoo.fr Website: www.paris-hotel-hameaudepassy.com Metro: La Muette or Passy	Single: 132 € Double : 146 € Twin: 152 €	Included	Free Wi-Fi 32 rooms
HAUTS DE PASSY** 37, rue de l'Annonciation, 75016 Paris Tel: +33 1 42 88 47 28 Fax: +33 1 42 88 99 09 Email: hautsdepassy@aol.com Website: www.hotelshautsdepassy.com Metro: Passy or La Muette	Single: 120 € Double : 135 €	Included	31 rooms

NICOLO** 3, rue Nicolo, 75016 Paris Tel: +33 1 42 88 83 40 Fax: +33 1 42 24 45 41 Email: hotel.nicolo@wanadoo.fr Website: www.hotel-nicolo.fr Metro: Passy or La Muette	Single: 134 € Double : 150 € Twin : 166 €	Included	Wi-Fi : 3 € for an unlimited access 28 rooms
BEST WESTERN AU TROCADERO*** 3, avenue Raymond Poincaré, 75016 Paris Tel: +33 1 47 27 33 30 Fax: +33 1 47 27 80 85 Email: info@hotelautrocadero.com Website: http://www.hotelautrocadero.com Métro: Trocadéro	Single :130 € Double/Twin :140 €	13 €	Free Wi-Fi 27 rooms
BEST WESTERN VICTOR HUGO*** 19, rue Copernic, 75016 Paris Tel: +33 1 45 53 76 01 Fax: +33 1 45 53 69 93 Email: paris@victorhugohotel.com Website: http://www.victorhugohotel.com Metro: Victor Hugo or Boissière	Single: 150 € /167 € Double:168 €/188 €	19€	Free Wi-Fi 75 rooms
CŒUR DE CITY HOTEL PARIS TOUR EIFFEL*** 11, rue Claude Terrasse, 75016 Paris Tel: +33 1 45 25 30 30 Fax: +33 1 42 88 22 72 Email: toureffel@my-paris-hotel.com Website: www.hotel-paris-tour-eiffel.fr Metro: Exelmans or Porte Saint Cloud	Single: 97 € Double/Twin: 112 €	Included	51 rooms Free Lunch box upon request
DE SEVIGNE*** 6, Rue Belloy, 75116 Paris Tel: +33 1 47 20 88 90 Fax: +33 1 40 70 98 73 Email : contact@sevigne.travel Website: www.hotel-paris-desevigne.com Metro: Kleber or Charles de Gaulle Etoile	Single : 128 € Double : 139 €	Included	Free Wi-Fi 30 rooms Please book via the following Email: resa@exclusive-hotels.com
DU BOIS*** 11, rue du Dome, 75016 Paris Tel: +33 1 45 00 31 96 Fax: +33 1 45 00 90 05 Email: reservation@hoteldubois.com Website: www.hoteldubois.com Metro: Kléber or Victor Hugo	Single: 159€/210 € Double: 185€/230 €	Included	Free Wi-Fi 39 rooms
EIFFEL KENNEDY*** 12, rue Boulainvilliers, 75016 Paris Tel: +33 1 45 24 45 75 Fax: +33 1 42 30 83 32 Email: eiffelkennedy@wanadoo.fr Website: www.eiffelkennedy.com Metro: Ranelagh	Single: 115 € Double: 130 €	Included Home made Buffet	Free Wi-Fi Air conditioning

ETOILE TROCADERO*** 21, Rue saint Didier, 75116 paris Tel: +33 1 45 53 01 82 Fax: +33 1 45 53 59 56 Email: hotel@etoiletrocadero.com Website: www.etoiletrocadero.com Metro Boissière or Trocadero	Single: 129 € Double: 148 €		
GAVARNI*** 5, rue Gavarni, 75016 Paris Tel: +33 1 45 24 52 82 Fax: +33 1 40 50 16 95 Email: reservation@gavarni.com Website: www.gavarni.com Metro: Passy	Single: 105 € / 125€ Double/twin: 165 €	Included	Free Wi-Fi 25 rooms GREEN HOTEL ECOLABEL
KLEBER*** 7, rue Belloy, 75016 Paris Tel: +33 1 47 23 80 22 Fax: +33 1 49 52 07 20 Email: kleberhotel@wanadoo.fr Website: www.kleberhotel.com Metro: Kléber or Boissière or Charles de Gaulle-Etoile	Single: 129€/159€ Double: 159€/199€ Deluxe: 179€/299€	NC	NC
MARCEAU CHAMPS ELYSEES*** 37, avenue Marceau, 75016 Paris Tel: +33 1 47 20 43 37 Fax: +33 1 47 20 14 76 Email: info@hotelmarceau.com Website: www.hotelmarceau.com Metro: Alma Marceau or Georges V	Single : 144 € Double : 154 €	Included	30 rooms Free Wifi Please book via the following Email : resa@exclusive-hotels.com or by phone : + 33 825 13 10 10
PASSY EIFFEL*** 10, rue de Passy, 75016 Paris Tel: +33 1 45 25 55 66 Fax: +33 1 42 88 89 88 Email: contact@passyeiffel.com Website: www.passyeiffel.com Metro: Passy or Trocadéro	Standard: 152 € Superior: 172 € Luxe: 140€/200€	14 €	NC
POUSSIN*** 52, rue Poussin, 75016 Paris Tel: +33 1 46 51 30 46 Fax: +33 1 40 71 95 07 Email: hotel.poussin@wanadoo.fr Website: www.hotel-poussin.fr Metro: Michel Ange-Auteuil or Porte d'Auteuil	Single: 125 € Double: 145 €	Included	Free Wi-Fi 28 rooms
REGINA TOUR EIFFEL*** 6, rue de la Tour, 75116 Paris Tel: +33 1 55 74 75 75 Fax: +33 1 40 50 70 62 Email: info@parishotelreginaeiffel.com Website: www.parishotelreginaeiffel.com Metro: Passy or Trocadéro	Single : 155 € Double : 165 €	Breakfast : Continental 12 € Buffet 15 €	Free Wi-Fi in the lobby; with charge in the rooms 64 rooms

BEST WESTERN TROCADERO LA TOUR**** 5 bis, rue Massenet, 75016 Paris Tel: +33 1 45 24 43 03 Fax: +33 1 45 24 41 39 Email: reservation@trocadero-la-tour.com Website: www.trocadero-la-tour.com Metro: La Muette or Passy	Single Classic: 169€/189 € Single Superior: 189€/209 € Double: 209€/229 €	Included	Free Wi-Fi 41 rooms
ELYSEES STARS AMARANTE**** 19, rue Vernet, 75008 Paris Tel: +33 1 47 20 41 73 Fax: +33 1 47 23 32 15 Email: elyseesstar@amarantehotels.com Website: http://www.jjwhotels.com/hotel-amarante-champs-elysees Metro: Georges V ou Charles de Gaulle Etoile	Single : 200 €/385 €	Included	Free Wi-Fi 42 rooms Air -conditioning
GARDEN ELYSEE**** 12, rue Saint Didier, 75016 Paris Tel : +33 1 47 55 01 11 Fax : +33 1 47 27 79 24 Email: reservation@paris-hotel-gardenelysee.com Website: www.paris-hotel-gardenelysee.com Metro: Boissière	Single: 185 €/235 € Double: 205 €/275 €	Included	Free Wi-Fi
KEPPLER**** 12, rue Keppler, 75016 Paris Tel: +33 1 47 20 65 05 Fax: +33 1 47 23 02 29 Email: Hotel@keppler.fr Website: http://www.keppler.fr Metro: Georges V	Single: 239 € Double: 255 €	Included	39 rooms Free Wi-Fi Please book via the following Email: resa@exclusive-hotels.com or by phone: + 33 825 13 10 10
LA VILLA MAILLOT**** 143, avenue de Malakoff, 75016 Paris Tel: +33 1 53 64 52 52 Fax: +33 1 45 00 60 61 Email: resa@lavillamaillot.fr Website: www.lavillamaillot.fr Metro: Porte Maillot	Single:230 € Single de luxe: 260 € Double: 250 € Double de luxe: 280 €	Included	Free Wi-Fi 39 rooms
HOTEL BALTIMORE PARIS – MGALLERY COLLECTION**** 88 bis, avenue Kléber, 75016 Paris Tel: +33 1 44 34 54 54 Fax: +33 1 44 34 54 44 Email: H2789@accor.com Website: www.accorhotels.com/fr/hotel-2789-hotel-baltimore-paris/location.shtml Metro: Boissière	Classic: 235 €/325 € Luxe: 265 €/355 € Junior suite: 355 €/455 €	26 €	Free Wi-Fi 103 rooms Client code: AS37876 Contract n°: 741684

MELIA ALEXANDER BOUTIQUE HOTEL**** 102, avenue Victor-Hugo, 75016 Paris Tel: +33 1 56 90 61 00 Fax: +33 1 55 04 76 66 Email: melia.alexander@solmelia.com Website: www.meliaalexander.solmelia.com Metro: Victor Hugo	From 174 €	Included	Client code: 13229 Internet client code: 13229USN
PLAZA TOUR EIFFEL**** 32, rue Greuze, 75116 Paris Tel: +33 1 47 23 91 05 Fax: +33 147 27 47 10 Email: reservation@plazatoureiffel.com Website: www.plazatoureiffel.com Metro: Trocadéro	Superior room: 190 € Deluxe room: 230€	20€	Free Wi-Fi 41 rooms Free access to the Fitness Center
RADISSON BLU LE DOKHAN'S**** 117, rue Lauriston, 75016 Paris Tel: +33 1 53 65 66 99 Fax: +33 1 53 65 66 88 Reservations: +33 1 53 65 66 70 Email: info.dokhan.paris@radissonblu.com Website: www.radissonblu.com/dokhanhotel-paristrocadero Metro: Boissière or Trocadero	Classic: 230 € Deluxe: 260 € Executive: 320 €	Continental breakfast: 19 €	Free Wi-Fi 45 rooms The first champagne bar in Paris
RADISSON BLU LE METROPOLITAN HOTEL**** 10 Place de Mexico, 75116 Paris Tel: +33 (0) 1 56 90 40 04 Fax: +33 (0)1 56 90 40 03 Email: info.eiffel.paris@radissonblu.com Website: www.radissonblu.com/hotel-pariseiffel Metro: Trocadero or Rue de la Pompe	Classic: 240 € Deluxe: 270 € Executive: 380 €	Continental breakfast: 19 €	Free Wi-Fi 48 rooms Free access to the Wellness Centre (swimming-pool & spa)
RAPHAEL**** 17, avenue Kléber, 75016 Paris Tel: +33 1 53 64 32 00 Fax: +33 1 53 64 32 01 Email: reservation@raphael-hotel.com Website: www.raphael-hotel.com Metro: Kléber	330 € classic 390 € luxe 500 € suite 655 € salon	39 €	Wi-Fi access with charge 83 rooms
ROYAL ELYSEES**** 6, avenue Victor Hugo, 75016 Paris Tel: +33 1 45 00 05 57 Fax: +33 1 45 00 13 88 Email: resadept@royal-elysees.com Website: www.royal-elysees.com Metro : Kleber	Single: 138 € Double: 158 €	Included	Free Wi-Fi 35 rooms

SEZZ **** PARIS DESIGN BOUTIQUE HOTEL 6, avenue Frémiet, 75016 Paris Tel: +33 1 56 75 26 26 Fax: +33 1 56 75 26 16 Email: paris@hotelsezz.com Website: www.hotelsezz.com Metro: Passy	Single: 215 € Double: 230 € Junior suite: 300 € Suite: 415 € Loft Eiffel: 460 €	Included	NC
WALDORF TROCADERO**** 97, rue Lauriston, 75116 Paris Tel: +33 1 45 53 83 30 Fax: +33 1 47 55 92 52 Email: trocadero@hotelswaldorfparis.com Website: www.hotelswaldorfparis.com/ Metro: Boissière	Classic Room: 190 € Superior Room: 230 €	20 €/person	Free Wi-Fi 44 rooms
RENAISSANCE LE PARC TROCADERO***** 55-59 Avenue Raymond Poincaré, 75116 Paris Tel : +33 1 40 99 88 00 Fax: +33 1 40 99 88 01 Email: france.reservations@mariott.com Website: www.renaissanceleparctrocadero.com Metro : Trocadero or Victor Hugo	Classic Single: 209 € Superior: 239 € Prestige: 269 € Junior Suite: 379 € Suite Executive: 439 €	27 €	