

# REGISTRATION FORM

**Conference of Environment Ministers from countries of Eastern Europe, Caucasus and Central Asia (EECCA) and their Partners**

**Tbilisi, Georgia, 21-22 October 2004**

**“Courtyard by Tbilisi Marriott” Hotel: 4 Freedom Square, P.O. Box 94, Tbilisi-8  
Tel. +995 32 779 100, Fax: +995 32 779 110, E-mail: [Tbilisi Marriott@caucasus.net](mailto:Tbilisi_Marriott@caucasus.net),  
Web-site: [www.courtyard.com/tbsey](http://www.courtyard.com/tbsey)**

First name: \_\_\_\_\_ Surname: \_\_\_\_\_

Title in the Organization: \_\_\_\_\_

Department: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## ENTRY VISA TO GEORGIA

A visa is required to enter Georgia. It can be obtained upon arrival at Tbilisi Airport. In this case, please do not forget to bring with you your personal letter of invitation from the Ministry of Environment of Georgia and submit it together with your passport to the Consular Section at Tbilisi Airport. Alternatively, if you would like to arrange for a visa prior to your departure, please submit your letter of invitation from the Ministry of Environment of Georgia to the Consular Section of the Embassy of Georgia in your country.

Please indicate if you wish to receive a personal letter of invitation

## HOTEL RESERVATION AND AIRPORT PICK-UP

Please indicate if you wish to stay in the «Courtyard by Tbilisi Marriott» Hotel. A limited number of rooms is available at a reduced rate for participants. Reservation will be made by the Secretariat and confirmed to you directly by the Hotel. Please indicate the dates of your stay in Tbilisi:  
from October \_\_\_\_\_ until October \_\_\_\_\_, 2004

Please indicate if you would like to use the airport pick-up service provided by the «Courtyard by Tbilisi Marriott» Hotel (costs around 15 USD/person). Please indicate the time of your arrival to and departure from Tbilisi:

Arrival: date: \_\_\_\_\_ time: \_\_\_\_\_ flight: \_\_\_\_\_ Departure: date: \_\_\_\_\_ time: \_\_\_\_\_ flight: \_\_\_\_\_

Your room will be guaranteed for late arrival. If for any reason you need to cancel or change your day of arrival / departure, please notify the Georgian Secretariat immediately, so that the necessary arrangements can be made.

You may wish to stay in another hotel. In this case you are requested to make your own hotel reservation and airport pickup arrangements. Please see attached a list of recommended hotels. All of them provide airport pick-up service.

**Please send the completed form by 6 September 2004 at the latest  
to Dr. Vano Tsiklauri at the Georgian Secretariat, Ministry of Environment of Georgia, 68 A,  
Kostava Str., Tbilisi**

**Fax: +995 32 33 39 52, Tel.: +995 32 33 40 82, 33 36 10; E-mail: [gmep@access.sanet.ge](mailto:gmep@access.sanet.ge)**

**Please send a copy of the form to Ms. Anastassia Starovoitova at the EAP Task Force Secretariat  
Fax: +33 1 44 30 61 83, Tel.: (33 1) 45 24 19 14, E-mail: [Anastassia.Starovoitova@oecd.org](mailto:Anastassia.Starovoitova@oecd.org)**

# INFORMATION ON HOTEL ACCOMMODATION

**Conference of Environment Ministers from countries of Eastern Europe, Caucasus and Central Asia (EECCA) and their Partners**

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**Tel: +995 32 77 91 00; Fax: +995 32 77 91 10, E-mail: [Tbilisi Marriott@caucasus.net](mailto:Tbilisi_Marriott@caucasus.net)**  
**Web-site: [www.courtyard.com/tbscy](http://www.courtyard.com/tbscy)**

**Courtyard by Tbilisi Marriott  
Hotel \*\*\*\*\***

*Facilities:*

*Address:* 4 Freedom Square, PO Box 94, Tbilisi 8, Georgia

2 line phone, voice mail, dataport, air conditioning, fridge, hairdryer, in house movies, personal safe box, full size ironing board & iron, exercise room, indoor swimming pool, whirlpool and sauna

*The rate of single room:*

**Special room rates for the delegates of Tbilisi Conference (booked through the Secretariat only):**

Deluxe single room (breakfast included): 110 USD (excluding 20% VAT)

Deluxe double room (breakfast included): 120 USD (excluding 20% VAT)

Airport pick-up service: 15 USD (including VAT).

*Distance from the Conference-hall:*

Conference is held in this Hotel

*Mode of payment:*

cash and all major credit cards are accepted

*Telephone:* (+995 32) 77 9100

*Fax:* (+995 32) 77 9110

*web-site:* [www.courtyard.com/tbscy](http://www.courtyard.com/tbscy)

**Tbilisi Marriott Hotel \*\*\*\*\***

*Facilities:*

*Address:* 13 Rustaveli ave., PO Box 94, Tbilisi 8, Georgia

2 – line phone, voice mail, built in Data port, cable TV, newspaper delivered (Mon-Fri), minibar, air conditioning..

*The rate of single room:*

**Special room rate for the delegates of Tbilisi Conference:**

Deluxe single room (breakfast included):150 USD (VAT excluded)

Deluxe double room (breakfast included):160 USD (VAT excluded)

Executive Room with Continental Breakfast in Executive

Lounge: 175 USD (VAT excluded)

Airport pick-up service: 25 USD.

*Distance from the Conference-hall:*

4-5 min. walking distance

*Mode of payment:*

cash, all major credit cards are accepted

*Telephone:* (+995 32) 77 9200

*Fax:* (+995 32) 77 9210

**The Sheraton Metekhi  
Palace Hotel \*\*\*\*\***

*Facilities:*

*Address:* 20 Telavi St., 0103, Tbilisi, Georgia

Telephone, cable TV, minibar, restaurant, bar, American pub,air conditioning, fitness center, indoor/outdoor swimming pool

*The rate of the rooms:*

Single room (breakfast included): 135 USD (VAT excluded)

Double room (breakfast included): 155 USD (VAT excluded)

Executive Room 155 USD (VAT excluded)

Airport pick-up service: 21 USD.

*Mode of payment:*

cash, all major credit cards are accepted

*Distance from the Conference-hall:*

7-10 min. by taxi

*Telephone:* (+995 32) 77 2020

*Fax:* (+995 32) 77

*Web-site:* [www.sheraton.com/tbilisi](http://www.sheraton.com/tbilisi)

**Hotel «Tori»\*\*\***

*Facilities:*

*The rate of single room:*

*Address:* 10 Chanturia Str., 0108, Tbilisi, Georgia  
Telephone, cable TV, minibar, restaurant, bar, sauna  
Single Room 80 USD per night  
Double Room 100 USD per night  
Junior Suite 150 USD per night  
Executive Suite 200 USD per night  
These prices include breakfast, VAT  
Airport pick-up service: 20 USD

*Mode of payment:*

*Distance from the Conference-hall:*

*Telephone:* (+995 32 ) 92 3765

cash, Master Card  
7 min. walking distance  
*Fax:* (+995 32) 92 3822

**Hotel «Vere palace»\*\*\***

*Facilities:*

*The rate of single room:*

*Address:* 24/8 Kuchishvili St., 0179, Tbilisi, Georgia  
Telephone, cable TV, minibar, restaurant, bar.  
Single Room 70 USD per night  
Double Room 100 USD per night  
These prices include breakfast, VAT  
Airport pick-up service: 30 USD

*Mode of payment:*

*Distance from the Conference-hall:*

*Telephone:* (+995 32) 25 33 40/41

cash, Master Card  
5 min. by taxi  
*Fax:* (+995 32) 22 1298  
*E.mail:* [hotelp@access.sanet.ge](mailto:hotelp@access.sanet.ge)  
[www.verepalace.com.ge](http://www.verepalace.com.ge)

**Hotel «Primavera»\*\*\***

*Facilities:*

*The rate of single room:*

*Address:* 8 Kuchishvili St., Tbilisi, Georgia  
Telephone, cable TV, minibar, restaurant, bar, swimming pool  
Single Room 80 USD per night  
Junior Suite 150 USD per night  
Suite 200 USD per night  
These prices include breakfast, VAT  
Airport pick-up service: 20 USD

*Mode of payment:*

*Distance from the Conference-hall:*

*Telephone:* (+995 32) 25 11 46

cash, Visa, Master Card  
5 min. by taxi  
*Fax:* (+995 32) 25 11 47  
*E.mail:* [primavera@primavera.ge](mailto:primavera@primavera.ge)  
[Http://www.primavera.ge](http://www.primavera.ge)