



**30<sup>TH</sup> ANNUAL MEETINGS OF THE SADC TBT COOPERATION STRUCTURES  
16 - 21 MARCH 2015  
GRAND HOTEL KINSHASA GOMBE, DEMOCRATIC REPUBLIC OF CONGO**

**GENERAL INFORMATION NOTE**

**1. Meeting Venue**

The meeting will take place at the Grand Hotel, Kinshasa Gombe in the Democratic Republic of Congo (DRC). Kinshasa Gombe is the ambassadorial area and presidential offices with modern residential architecture with high-rising standard apartments, offices, hotels and shopping centres. The town centre is close to the Grand Hotel.

**2. Accommodation**

Arrangements for accommodation has been made with the hotels as indicated in Table 1.

**It is a responsibility of each delegate to book their accommodation directly with their hotel of choice from the provided list.** This will facilitate ease of transportation to the meeting venue. Delegates who book accommodation at a hotel other than the listed ones are advised to make own transport arrangements.

We would also like to urge delegates and guests to make their bookings **as soon as possible** as Kinshasa hotels fill up very fast in this period. The hotels will provide rooms on a first come first served basis. Please quote **“SADC TBT meetings”** in order to qualify for the negotiated rate.

We also request members to alert us of where they have made their accommodation reservation on the registration form.

**Table 1: List of Recommended Hotels**

NAME OF HOTEL	TELEPHONE NUMBER	E-MAIL ADDRESS	DISTANCE TO MEETING VENUE	ROOM RATE PER NIGHT INCLUDING BREAKFAST AND WIFI (USD)	NUMBER OF ROOMS
GRAND HOTEL	+243 815553010	<a href="mailto:nzola@gh.cd">nzola@gh.cd</a> <a href="mailto:grandhotelkinshasa@gh.cd">grandhotelkinshasa@gh.cd</a> <a href="http://www.grandhotelkinshasa.net">www.grandhotelkinshasa.net</a>	Meeting venue	Standard 200  VIP 350,00	145
KEMPINSKI HOTEL FLEUVE HOTEL	+243 82000300	<a href="mailto:fleuvecongo@kempinski.com">fleuvecongo@kempinski.com</a> <a href="http://www.fleuvecongohotel.com">www.fleuvecongohotel.com</a>	300 meters	Standard city side 260,00  Standard fleuve side 280,00	
FADEN HOUSE	+243 819943331	<a href="mailto:faden.house@yahoo.fr">faden.house@yahoo.fr</a>	100 meters	Standard 140,00  Junior 140  Luxe 140  Suite 345,00	18
HACIENDA HOTEL	+243 820004010 +243 820004008	<a href="mailto:haciendahotelkinshasa@gmail.com">haciendahotelkinshasa@gmail.com</a>	2 km	Standard 130,00  Suite 200,00	31
HOTEL VENUS	+243 848441209 +243 897000734	<a href="mailto:innocent.kisiwu@venushotel.cd">innocent.kisiwu@venushotel.cd</a> <a href="http://www.venushotel.cd">www.venushotel.cd</a>	2 km	Standard 130,00	68
AUBERGE LE MARINEL	+243 898914854	<a href="mailto:lemarinel2002@yahoo.fr">lemarinel2002@yahoo.fr</a>	2 km	Standard 100,00	22

### 3. Transportation

Transport from and to the airport will be provided for all delegates. Upon arrival at the International Airport in Kinshasa, delegates are requested to look out for the shuttle

service provider who will be displaying a banner written “SADC TBT Annual Meeting (with the name of the hotel)” in the Arrivals hall.

Local transportation between the hotels and conference venue will also be provided. Please forward your completed registration forms with your selected hotel details and flight details by 02 March, 2015 in order for us to arrange for your pick up and drop off services.

NOTE:

**On the day of departure you shall pay AIRPORT FEES “GO PASS” 50,00\$ and Statistic tax 5,00\$ in cash before proceeding with checking in formalities at the airport.**

#### **4. VISA**

Entry into DRC will be with minimum formalities provided your travel documents are correct and valid. All delegates will need a visa to enter into DRC. It is the responsibility of each delegate to contact DRC Embassy in their Member States to apply for a visa. The process takes 7 working days. **At the end of February 2015, more information regarding visa applications will be sent to you.**

#### **5. Weather**

The weather in Kinshasa in March is the raining season. Daytime temperatures are between 25°C and 35°C. We know all about Climate Change!

#### **6. Currency**

Most outlets in DRC will accept the usual credit cards (VISA, Master Card) and debit cards.

The national currency of DRC is the FRANC CONGOLAIS (FC). The current exchange rate is approximately **1 US\$ = 925,00/930,00 FC.**

**In the hotels, restaurants or shopping centers payment can be made directly with US\$ or Euro.**

#### **7. Languages**

French is the official language in DRC. In the hotel the desk personnel speak English. The national languages are Lingala, Swahili, Tshiluba and Kikongo. Most people in Kinshasa speak Lingala.

Some words:

ENGLISH	FRENCH	LINGALA	SWAHILI	TSHILUBA	KIKONGO
Morning	Bonjour	Mbote	Djambo	Moyo	Mbote
Good afternoon	Bon après midi	Mbote	Djambo	Moyo	Mbote
Good evening	Bonsoir	Mbote	Djambo	Moyo	Mbote
I love you	Je t'aime	Na lingi yo	Mina kupenda	Ndi mukunange	Munu me zola nge
Come to dance	Viens dancer	Yaka tobina	Tu tsheze	Luaku tuje maja	Kuisa beto kina

## 8. ELECTRICITY SUPPLY

Electricity supply in DRC is 220 volts. The socket outlets used in DRC are of the two-pin square type. However, most of hotels can offer adapters for different types of plugs.

## 9. MEDICAL INSURANCE

Delegates are responsible for all costs associate with any kind of medical attention which may be required whilst in DRC or en route to DRC. We encourage all delegates to obtain medical insurance.

**For any further information please contact:**

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