



**REGIONAL FORUM “CIVIL SOCIETY IN THE PROCESS OF  
HEMISPHERIC INTEGRATION WITHIN THE FRAMEWORK OF  
THE SPECIAL SUMMIT OF THE AMERICAS (SSA)”**

Mexico City, Mexico - November 24 - 25, 2003

**INFORMATION BULLETIN**

**1. Place and date**

The Summits of the Americas Secretariat along with the Government of Mexico, Corporación Participa, Coordinadora Regional de Investigaciones Económicas y Sociales (CRIES), Red Interamericana para la Democracia (RID), Partners of the Americas and the U.S. Agency for International Development, Alianza Cívica, the Canadian Foundation for the Americas (FOCAL), and Asociación Latinoamericana de Organizaciones de Promoción (ALOP), are organizing the forum “*Civil Society in the Process of Hemispheric Integration within the framework of the Special Summit of the Americas.*” This event will take place on November 24-25, 2003 in Mexico City, in:

Conference Area  
Foreign Affairs Secretariat  
Ricardo Flores Magón No.1  
Col. Tlatelolco, Del. Cuauhtémoc  
Mexico, D.F., 06500

**2. OAS Coordination**

Summits of the Americas Secretariat  
1889 F Street NW  
Washington, D.C. 20006  
Tel. (202) 458-3721  
Fax. (202) 458-3665  
summitso@oas.org

**3. National Logistical Coordination**

Comité Organizador Mexicano (COM) (Mexican Organizing Committee)  
WTC, Montecito 38, Piso 32, Oficina 1  
Tel: (52 55) 5488- 2860  
Fax: (52 55) 5488- 2861  
oeaseguridad@comormex.org

**4. Accommodations**

The Summits of the Americas Secretariat, with the support of the Mexican government, have reached an agreement with the Hotel Meliá Reforma for the accommodations of the participants for a fare of US\$90 per night. Each participant will be responsible for making their own reservations using the

reservation code: OAS Forum.

Hotel Meliá Reforma  
Paseo de la Reforma No. 1  
Col. Tabacalera  
C.P. 06030  
Tel: +52 (55) 5705-1290

## **5. Mexican Entry Requirements**

All participants of the Regional Forum "*Civil Society in the Process of Hemispheric Integration within the Framework of the Special Summit of the Americas*" must have a valid passport, with the appropriate immigration document, to enter Mexico.

All delegates and participants should complete the necessary procedures sufficiently ahead of time at a diplomatic or consular mission of Mexico. A directory of such missions can be found on the Mexican Organizing Committee's Web page.

## **6. Transfer from airport to hotel**

Delegates are advised to use only those transportation services (taxis) authorized by the Mexico City International Airport (MEX), which can be hired inside the airport, in the international area to the left as one leaves Customs, and in the domestic area near the baggage claim conveyor belts.

The Hotel Meliá Reforma is 30 kms from the airport and a taxi will cost 200 pesos (around US\$21).

## **7. Transfers for participants**

Transfers between the Hotel Meliá Reforma and the Conference Area of the Secretariat of Foreign Affairs will be provided at no charge to accredited participants. The schedule for this service will be announced later.

For transportation outside the established schedule, participants are advised to hire taxis from stands or request them at the hotel. They may be hired by telephone at any commercial or tourist establishment. The cost will be covered by the participants.

### **Directory of taxi services**

Taximex: 5538-14-40 or 5519-7690

Servi-Taxi: 5271-2560

Radio Servicios Móviles de Transporte: 5771-4012; 5771-01-30; 5760-4696 or 5551-7710

Taxi Radio Mex: 5584-0571

Servitaxis: 5516-6020

Radio Maxi Seguridad: 5768 -8557 or 5768 -8553

Súper Sitio 160, A.C.: 5271-9146; 5271-9058; 5271-8972 or 5271-4191

## **8. Registration of participants**

It is requested that the participants complete the registration form that is located in the webpage [www.summits-americas.org](http://www.summits-americas.org) or [www.cumbresdelasamericas.org](http://www.cumbresdelasamericas.org) and sent it via fax to the Summits of the Americas Secretariat, OAS General Secretariat- Fax. (202) 458.36.65

## **9. Working languages and documents**

Forum proceedings will be conducted in Spanish and English. Simultaneous interpretation into these languages will also be provided.

## **10. Telecommunications**

In Mexico, cellular telephone service is available using the TDMA (time division multiple access) and GSM (global system for mobile communications) technologies. In GSM, the communications frequency band is 1900 MHz. A list of international roaming agreements is available on the Web page: [www.comormex.org/oea-seguridad](http://www.comormex.org/oea-seguridad).

## **11. General Information**

### **a. Currency**

The Mexican monetary unit is the peso (\$ or MXP). It is issued in banknotes of 20, 50, 100, 200, and 500 pesos, metal coins of 10, 20, and 50 centavos (cents), and metal coins of 1, 2, 5, 10, and 20 pesos.

The most commonly used credit cards are Visa, MasterCard, and American Express, which are accepted at most establishments. Automatic teller machines are available around the clock at banks and commercial centers.

On November 18, the exchange rate was 11.32 pesos per one United States dollar. Currency can be exchanged at banks and foreign exchange houses.

### **b. Weather**

During the Conference, the temperature in Mexico City is expected to range between 10° and 21° C (50° and 70° F).

### **c. Voltage**

The electric standard in Mexico is 110 volts, 60 hertz.

### **d. Local time**

In November, the time in Mexico City is one hour earlier than in Washington, D.C.



APPENDIX I

	ORDINARY PASSPORT
NATIONALITY	
Antigua and Barbuda	Visa required
Argentina	Visa not required
Bahamas	Visa required
Barbados	Visa required
Belize	*FMT, consular stamp
Bolivia	Visa required
Brazil	Visa not required
Canada	Visa not required
Chile	Visa not required
Colombia	Visa required
Costa Rica	Visa not required
Dominica	Visa required
Ecuador	*FMT, consular stamp
El Salvador	*FMT, consular stamp
United States of America	Visa not required
Grenada	Visa required
Guatemala	Visa required
Guyana	Visa required
Haiti	Advance permit
Honduras	Visa required
Jamaica	*FMT, consular stamp
Nicaragua	Visa required
Panama	Visa required
Paraguay	Visa required
Peru	Visa required
Dominican Republic	Visa required
Saint Kitts and Nevis	Visa required
Saint Vincent and the Grenadines	Visa required
Saint Lucia	Visa required
Suriname	Visa required
Trinidad and Tobago	Visa required
Uruguay	Visa not required
Venezuela	Visa not required

\* Visa not required. Consular stamp on immigration form (FM3) required.