INFORMATION NOTE
for
Bay of Bengal Large Marine Ecosystem (BOBLME) Project
3rd Project Steering Committee Meeting
20-22 March 2012, Colombo, Sri Lanka

1) Meeting Venue
The Meeting will be held at
Lotus D (Regency Wing) on 20-21 March
Palm Lounge (Classic Wing) on 22 March
The Galle Face Hotel,
No 2, Galle Road, Colombo 03 Sri Lanka
Tel: (94) 11 254 1010 Fax: (94) 11 254 1072.
Check out the hotel website on:  www.gallefacehotel.com

2) VISA to Sri Lanka
With effect from 1st January 2012, all Holiday or Business travellers to Sri Lanka must have an
Electronic Travel Authorization (ETA) to enter Sri Lanka. Please visit http://www.eta.gov.lk for
more information. You can fill in your ETA before you travel - or at the airport on arrival. The
instructions are not clear it may be $10 or $20, so it is probably best to pay at the airport.

3) Getting to the hotel
The hotel can provide an airport pick-up if required. Please see the attached hotel registration
form for details. You may also get an airport taxi or local taxi provided by the taxi counter in the
arrivals hall. They provide a mini van without air conditioning, but it will be about a third cheaper
than taxis provided by hotels.

4) Accommodation:
The hotel is located in the heart of the City of Colombo- the capital city of Sri Lanka, bordering the
Indian Ocean of which there are panoramic views from almost every room. A very good room rate
for workshop participants is being offered and all participants are requested to stay at this hotel.
Please fill in and return the attached form as soon as possible.

5) Registration:
The registration time is at 8.30 - 9.00 hrs on Tuesday 20 March 2012 in front of the meeting room.

6) DSA (for participants supported by BOBLME Project)
FAO/UNDP in your respective countries will contact you on this matter.

For any further information, please contact:
Ms. Sucharat Tong-on
Tel: +66 2 697 4173
Fax: +66 2 697 4445
E-mail:sucharat.tongon@fao.org
REQUEST FOR HOTEL RESERVATION

Name: 

Address: 

Tel.: Fax: E-mail: 

Please book me from: Mar to Mar 2012 

Room type:  

☐ Regency Superior/Double (USD 135/145 net inclusive of buffet breakfast)  

☐ Regency Deluxe/Double (USD 140/150 net inclusive of buffet breakfast)  

☐ Regency Superior Deluxe/Double (USD 146/156 net inclusive of buffet breakfast)  

(Please specify the person whom you would like to stay with ) 

Name: ________________________________

Airport pick up:  

☐ Pick-up by A/C. Standard Car (max. 2 pax with luggage) - US$30 net  

☐ Drop by A/C. Standard Car (max. 2 pax with luggage) - US$28 net

Signature: _____________________________ Date: _________________________

This form should be completed and sent to the following by 9 March 2012 to:

Ms. Sucharat Tong-on  
Secretary BOBLME Project  
Fax No.: (+66-2) 6974445 (ATTN: Ms Sucharat, room 214)  
E-mail: Sucharat.tongon@fao.org