

Economic and Social Council

Language and Interpretation

The working language of the meeting is English. Interpretation in the organization's six official languages (Arabic, Chinese, English, French, Russian and Spanish) will be provided.

Seating arrangements

Guests will be seated in the audience at the top section of the ECOSOC Chamber.

Special seating arrangements will be made for members of the Committee of Experts on International Cooperation in Tax Matters, invited speakers, invited international organizations and national participants of the technical meeting on "Administration and negotiation of tax treaties", to be held on 30-31 May 2013. The Financing for Development Office will inform these participants accordingly.

Powerpoint Presentation

Speakers who will be making powerpoint presentations are kindly advised to submit an electronic copy of the presentation by e-mail (panghulanv@un.org) on or before Friday, 24 May. In case the speakers would not be able to send their presentations, please be in conference room with the presentation on a flash drive at least 30 minutes before the start of the meeting, so that we could upload it to the computer before the meeting starts.

Other Facility

The UN Main Cafeteria is located in the southeast corner, on the ground floor of the Secretariat Building.

Hotel Accommodations

Participants are kindly advised to arrange for the booking of their own hotel accommodation. Attached is a list of hotels in the vicinity of the UN Headquarters, for reference.

Visa

Participants are advised to check if they need a visa to travel to the United States of America. If they do, please submit the visa application form, invitation letter, a valid passport and any accompanying documentation, to the nearest USA Consulate in your country of departure.

Contact Information

For substantive information:

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For administrative/travel-related information:

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We hope that you have a pleasant stay in New York.