



**ITU Regional Forum on Digital Terrestrial
Television Broadcasting Services and First Arab
Coordination Meeting for the Digital Terrestrial
Television Service in the Arab Region**



Dubai-UAE, 17-20 May 2014

INFORMATION NOTE

A. VENUE OF THE FORUM & MEETING

The event will be held in the UAE, Dubai City, during the period 17-20 May 2014, at the following address:

Dalma (A&B) Hall, Gloria Hotel,
Dubai Internet City, Sheikh Zayed Road,
Dubai, United Arab Emirates
P.O. Box: 502222,
Tel.: +971 4 399 6666, Fax: +971 4 399 6000
<http://www.gloriahoteldubai.com>, info@gloriahotelsdubai.com

B. COORDINATORS

Forum Coordinator

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C. REGISTRATION AND WORKING HOURS

The Registration will be carried out on the venue of the event. The distribution of documents to participants will take place in the Forum venue on 17 May 2014, at 08h30 am. The opening session will start at 09h00 am. Working hours are from 09:00 to 17:00.

D. PROPOSED ACCOMODATION

Kindly be advised that it is recommended for participants to reserve their hotel accommodations via email or fax, by sending the Hotel Reservation Form directly to the hotels, indicating their arrival schedules **before 15/05/2014** with a copy to the Forum Coordinator, **Mr. Mohamed Saad, TRA-UAE (E-mail: mohamed.saad@tra.gov.ae and Fax No.: +971 2 6118431).**

LIST OF PROPOSED HOTELS

Please ensure that your hotel accommodation is booked and confirmed at the earliest. It is recommended for participants to reserve their hotel accommodations at the same hotel of the venue.

Hotel	Address Hotel	Booking addresses	Remark
Gloria Hotel (5 stars)	Dubai Internet City, Sheikh Zayed Road	Tel: +971 4 399 6666 Fax: +971 4 399 6000 www.gloriahoteldubai.com info@gloriahotelsdubai.com	<u>Hotel of the venue</u>
Grand Millennium Dubai (5 stars)	Sheikh Zayed Road, Tecom, Dubai	Tel: +971 4 429 9999 Fax: +971 4 374 3777 sales@grandmill-dubai.com	Near from venue location
Arjaan by Rotana - Dubai Media City (5 stars)	Al Sufouh Road, Al Sufouh, Dubai	Tel: +971 4 436 0000 Fax: +971 4 436 0111	Near from venue location
Grand Midwest Tower Hotel	Dubai Internet City, Dubai Media City, Dubai	Tel: +971 4 4362000 Fax: +971 4 3518880 zafer@grandmidwest.com crs@grandmidwest.com	Near from venue location
Yassat Gloria Hotel Apartments (4 stars)	Sheikh Zayed Road, Tecom, Dubai	Tel: +971 4 3818888 reservations@gloriahoteldubai.c om	Near from venue location
Byblos Hotel (4 stars)	Tecom, Dubai	Tel: +971 4 4488 000 Fax: +971 4 4488 088 reservation@bybloshoteldubai.co m	Near from venue location
Auris Metro Central Hotel Apartments	Al Barsha, Tecom, Dubai	Tel: +971 4 435 4200 Fax: +971 4 435 4201 info.metro@auris-hotels.com	Near from venue location

E. VISA FORMALITIES

A valid passport & visa are required to enter the UAE. Each participant is requested to consult the Embassy of the UAE in his/her country of origin to obtain the visa.

In case there is no Embassy or Consulate of the UAE in your country, it is recommended to send, at least two weeks before the event, a copy of your passport to **Mr. Mohamed Saad, TRA-UAE** (**E-mail: mohamed.saad@tra.gov.ae** and **Fax No.:** +971 2 6118484) in order to assist in issuing your visa.

F. CLIMATE:

The weather in May will be moderate and approximate temperatures will vary between 35-40 degrees Celsius.

G. TIME DIFFERENCE:

GMT: +4.

H. CURRENCY:

The official currency is the AED.

1 Euro = 5.2 AED.

1 US\$ = 3.7 AED.

Banks are opened from Saturday till Thursday, from 9.00 to 13.00.

I. DETAILS OF ARRIVAL AND TRANSPORT:

Dubai International Airport provides all necessary facilities to receive the UAE guests. It is located in the center of Dubai city and at a distance of "25 minutes" from the hotel where the meeting will be held. Guests can use metro from the airport to reach the hotel which is located near to "Dubai Internet City" metro station.
