

**World Council of Churches - Central Committee Meeting  
Geneva, 14-20 February 2008**

**INFORMATION SHEET**

**Meeting Venues**

All meetings, with the exception of certain committee meetings, will take place at the Ecumenical Centre. Members will be informed of arrangements made for the committee meetings at a later date.

**Accommodation**

Rooms have been reserved at the Hotel Ramada Park. Special group prices have been negotiated on half-board basis to include: overnight accommodation, full buffet breakfast and a 3-course evening meal with a non-alcoholic beverage. The rates for the above package – all inclusive, are:

**SFr 210** per day for single occupancy

**SFr 145** per day per person for double occupancy

Address: Hôtel Etap, Avenue Louis Casai 30, CH - 1216 Cointrin

Tel: +41 22 710 4636, Fax: +41 22 4610

E-Mail: [h5653@accore.com](mailto:h5653@accore.com), Website: [www.etaphotel.com](http://www.etaphotel.com)

Participants who are not subsidised by the WCC are requested to pay for their accommodation directly upon departure. The hotel accepts cheques, major credit cards and provides foreign currency exchange facilities.

If you are making your own alternative arrangements for accommodation, please inform the Conference Office of where you will be staying so that you may be reached if necessary.

**Local Transportation**

The Hotel Etap is on the # 10 Bus line. The bus runs every 6 minutes between downtown and the airport. The bus stop for Hotel Etap is "Balxert".

During the Central Committee sessions at the Ecumenical Centre a shuttle bus service will be provided by the WCC – please check the notice boards at the hotel and/or the Ecumenical Centre for the timetable.

**International Travel**

Please arrange to arrive the day before your first meeting and to leave in the afternoon or evening of September 6<sup>th</sup> (closing prayers are scheduled to finish at 12.30pm on September 6<sup>th</sup>).

**- Visas**

Nationals from the following countries do **not need a visa** to enter Switzerland: Andorra, Antigua & Barbuda, Argentina, Australia, Austria, Bahamas, Barbados, Belgium, Brazil, Brunei, Canada, Chile, Cyprus, Costa Rica, Denmark, Dominica, El Salvador, Fiji, Finland, France, Germany, Great Britain, Greece, Grenada, Guatemala, Guyana, Honduras, Hungary, Ireland, Iceland, Israel, Italy, Jamaica,

Japan, Kiribati, Liechtenstein, Luxembourg, Malaysia, Malta, Mexico, Monaco, Nicaragua, Norway, Netherlands, New Zealand, Panama, Paraguay, Poland, Portugal, St. Kitts & Nevis, St. Lucia, San Marino, St. Vincent & Grenadine, Solomon Islands, Singapore, Slovak Republic, Slovenia, South Korea, South Africa, Spain, Surinam, Sweden, Trinidad & Tobago, Uruguay, USA, Venezuela.

**- All other nationalities will need a visa**

A letter of invitation to facilitate the visa application has been enclosed. Please apply for your visa immediately assuring that your passport is valid for at least 6 months after your planned departure date from Switzerland.

**- Subsidised participants**

Members requesting financial assistance to attend this meeting are required to complete the subsidy form enclosed.

**- Travel proposals**

Travel proposals will be sent to members who have requested financial assistance. If you find the proposal unsuitable for your needs and wish to make your own travel arrangements, please note that the WCC will reimburse you for either the cost of your ticket or up to the amount indicated in the travel proposal, whichever being the lowest.

Please note that the WCC cannot arrange special routing / dates that do not correspond to the meeting dates, and that tickets purchased for participants by the WCC cannot be changed at a later date.

**Contact details**

Mail and messages can be sent to Central Committee participants at the Ecumenical Centre, P.O. Box 2100, 1211 Geneva 2, Switzerland, Tel: +41-22-791.6111, fax: +41-22-791.6535

**Please be sure that your registration form is completed in full and returned before the 10<sup>th</sup> January 2008. Your understanding is gratefully appreciated.**

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