



**GENERAL ASSEMBLY OF MEMBER COUNTRIES OF THE U.I.N.L.
GENERAL COUNCIL
EXECUTIVE BOARD
INTERNATIONAL COMMISSIONS**

**CARTAGENA DE INDIAS
November 30 to December 3, 2011**

INSTRUCTIONS

The foreign and national notaries that are a part of the General Council or the Commissions and that wish to attend the of the Colombian Notarial Congress shall enroll by filling out the box "Participation Colombian Notarial Congress" that appears in the Inscription form and costs US \$390, equivalent to 300 Euro or \$750.000.00 Colombian pesos.

The registration value for the foreign and national notaries enrolled to the Colombian Notarial Congress, includes:

- Academic participation in all the Congress sessions
- Pedagogic material and memories of the event
- Certificate of attendance
- Coffee Break (4)
- Lunches (4)

The academic programming will be fulfilled from 8:00 A.M. to 2:00 P.M. and afternoons will be free.

The final academic program will be delivered during the next days.

The coffee breaks and lunches correspond to November 30, and December 1, 2, and 3. The dinners of November 29 and 30, and December 3 are excluded of the registration value. The gala dinner banquet includes the performance of the artist Alfredo Gutiérrez, three times King of the Vallenato Leyend.

The folkloric night will feature the Folkloric Ballet of Antioquia with a national sample and typical buffet and wine glass will be offered.

COMPANIONS

Companions enrolment grants right to:

- a) Folkloric Show
- b) Gala dinner banquet

The complementary activities such as: city tour, bay cruise, travel to Rosario Islands, tour across the walled city in carriages, are independent and the interested persons have to contact the tourism agency located at Hotel Las Americas.

HOTELS

The venue of the Congress is Hotel Las Americas and its Conventions Center. Reservations shall be made directly there.

Access to discounts and promotional fee through code: "Evento Notarios".

a) Hotel Las Americas – Global Resort and Conventions Center

Type of Room	Accommodation	Fee plus taxes	Price in USD
Superior Sgl. Beach House	Single	\$ 466,578.00	\$ 235.00
Superior Dbl. Beach House	Double	\$ 504,156.00	\$ 254.00
Additional person	Additional	\$ 129,978.00	\$ 65.00
Jr. Duplex Suite Sgl Beach House	SGL	\$ 560,078.00	\$ 283.00
Jr. Duplex Suite Sgl Beach House	SGL	\$ 566,856.00	\$ 286.00
Superior Sgl.	Single	\$ 530,378.00	\$ 268.00
Superior Dbl.	Double	\$ 565,756.00	\$ 285.00
Additional person	Additional	\$ 129,978.00	\$ 65.00
Suite Sgl	SGL	\$ 665,678.00	\$ 336.00
Suite Dbl.	Double	\$ 672,456.00	\$ 339.00

E-mail: reservas@hotellasamericas.com.co

Address: Anillo Vial, sector Cielo Mar

PBX: (57-5) 6567222

Cartagena de Indias, Colombia

www.hotellasamericas.com.co

b) Hotel Almirante

Type of Room	Accommodation	Fee plus taxes	Price in USD
STANDARD	SINGLE	\$ 294,000.00	\$ 147.00
	DOUBLE	\$ 367,000.00	\$ 183.50
	ADIT PAX.	\$ 76,000.00	\$ 38.00

E-mail: liliana.ramos@hotelestelar.com

Address: Av. San Martin, Calle 6 Esquina Bocagrande

PBX: (57-5) 6554700 – 6658269

Cartagena de Indias, Colombia

www.hotelesestelar.com

c) Capilla del Mar, Global Hotels

Type of Room	Accommodation	Fee plus taxes	Price in USD
Superior with balcony, Traditional Floor	Single	\$ 337.131.00	\$ 175.00
	Double	\$ 344.263.00	\$ 175.00
Junior Suite Premium Floor	Single	\$ 425,048.00	\$ 185.00
	Double	\$ 432,096.00	\$ 185.00
Special Suite Premium Floor	Single	\$ 458,048.00	\$ 215.00
	Double	\$ 465,096.00	\$ 215.00
Special Suite Traditional Floor	Single	\$ 425,048.00	\$ 200.00
	Double	\$ 432,096.00	\$ 200.00

E-mail: Reservas@capilladelmar.com

Address: Bocagrande, Carrera 1 No. 8-12

PBX: (57-5) 6501500 – 6653866

Cartagena de Indias, Colombia

www.capilladelmar.com

AIR TICKETS

Official Airline of the Event



As the official airline of the event **Avianca** was selected, and as operator or travel agent, **Educamos Viajando S.A.** Every participant is completely free to choose the agency to acquire and issue air tickets. We suggest this agency after verification of the best value, taking into account that you can have the following benefits through Avianca:

- a) Discount in the different fares for the participants in the event, except promotional fares.
- b) Discount of a previously agreed quantity on excess of the accompanied luggage.
- c) Avianca's point of service in the event venue in the city of Cartagena de Indias for itinerary confirmation or modification.
- d) Prizes for miles and class ascents.

The contact is made through:

www.educamosviajando.com

alex@eduvi.com, liliana@eduvi.com, mariateresa@eduvi.com, luzdary@eduvi.com

PBX: (57-1) 6205359 Bogotá D.C.

CLOTHES

Linens and cool clothing are recommended.

Clothing for the act of installation, closing and gala dinner banquet is long-sleeved white guayabera and trousers. Ladies, white linen dress.



INFORMATION

Everything as to the event, inscriptions forms, hotels, tourist interest places and official program can be consulted at our web page:

www.unioncolegiadadelnotariadocolombiano.com

On the Home Page, click on “Informacion Eventos” on the top, right corner.

1. Link about the city of Cartagena de Indias.

<http://www.youtube.com/watch?v=w7GZq2tZh38&feature=youtu.be>

<http://www.youtube.com/watch?v=vWtkWFdEap0&feature=fvwrel>

<http://www.youtube.com/watch?v=FMZ1NCxcMcU&feature=related>

<http://www.youtube.com/watch?v=9dv12PdZBC0&feature=related>

GENERAL ASPECTS



Location

- a) Currency: Colombian Peso
US \$1 is equivalent to: COP \$1.850.00 approx.
€ 1 is equivalent to: COP \$2.700.00 approx.
- b) Airport – Hotel - Airport taxi fare COP \$12.000.00
- c) Hotel – Downtown taxi fare COP \$15.000.00
- d) Cartagena inhabitants 892.545
- e) Average temperature 28°C
- f) Altitude 2 meters above sea level
- g) Extension 609,1₂ km₂
- h) Website <http://www.cartagena.gov.co>

WE RECOMMEND YOU TO MAKE YOUR INSCRIPTION AND HOTEL RESERVATION AS SOON AS POSSIBLE SINCE INTERNATIONAL AGENCIES HAVE PRE-RESERVED MORE THAN 60% OF THEIR CAPACITY.

LOGISTIC AGENCY

The logistics agency is BJ Eventos Finuras and its Director is Mrs. Beatriz Garcia Newman. Contacts may be done at (57-2) 8808800 - 8808787.

asamblea_congresonotarialucnc@yahoo.com.co

asamblea_congresonotarialucnc@hotmail.com

asambleacongresonotarialucnc@gmail.com

Our logistics agency will supply the required information for your participation and help you to resolve question about this matter.

PAYS

Pays can be fulfilled as follows:

1. Cash deposit or electronic transfer

Cash pays can be made in the following banks:

- a) Bancolombia – Current Account No. 01345809316
- b) Banco Agrario – Current Account No. 303600001299

2. Credit Cards

- a) Visa
- b) Master Card
- c) American Express

All payments in the name of Union Colegiada del Notariado Colombiano “U.C.N.C.”

Name of Card Holder:	<input style="width: 100%;" type="text"/>																				
ID Card:	<input style="width: 100%;" type="text"/>																				
Card Type																					
Visa <input type="checkbox"/> Máster Card <input type="checkbox"/> American Express <input type="checkbox"/>																					
Card Number:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Issuing Bank:	<input style="width: 100%;" type="text"/>																				
Issue date:	<input type="text"/>			<input type="text"/>			<input type="text"/>			<input type="text"/>											
Expiry date:	<input type="text"/>			<input type="text"/>			<input type="text"/>			<input type="text"/>											
Safety Code:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>																
Amount to be paid:											\$	<input style="width: 100%;" type="text"/>									
Signature:	<input style="width: 100%;" type="text"/>																				

Upon paying or filling out the form on the credit card, please send via fax or email the payment receipt/voucher to the following addresses:

contabilidad@unioncolegiadadelnotariadocolombiano.com

auxiliar.contable@unioncolegiadadelnotariadocolombiano.com

auxiliar.tesoreria@unioncolegiadadelnotariadocolombiano.com

asistente.presidencia@unioncolegiadadelnotariadocolombiano.com

secretaria.auxiliar@unioncolegiadadelnotariadocolombiano.com

Fax: (57-1) 7464040 Ext. 114 y 115