



COORDINATION MEETING ON INTERNATIONAL MIGRATION 2005

Information for Participants

Date, time and place of the Meeting

The Meeting will be held from 26 to 27 October 2005 at United Nations Headquarters. Morning sessions run from 10:00 a.m. to 1:00 p.m. and afternoon sessions from 3:00 p.m. to 6:00 p.m. The morning and the afternoon sessions of the first day (26th) will be held in Conference Room 8. The morning session of the second day (27th) will be held in Conference Room 8. All conference rooms are located in the basement of the United Nations building. Conference Rooms can be accessed through the visitor's entrance to the United Nations located on First Avenue, opposite 46th Street. Unless you already have a United Nations pass, you will need to get a United Nations grounds pass to be able to enter the United Nations complex. As explained below, passes will be distributed at the lobby of the DC2 Building (2 United Nations Plaza). Because you need to allow enough time to collect the pass and make a queue at the United Nations building to undergo a security check, it is advisable to arrive at least 30 minutes before the Meeting starts on the first day (that is, no later than 9:30 am on Wednesday 26 October).

Temporary passes for non-United Nations participants

All participants are required to have a pass to enter the United Nations buildings. A temporary grounds pass will be given to participants who are not United Nations staff members. Passes will be distributed on Wednesday, 26 October 2005 from 9:00 am to 9:45 am at the lobby of the DC2 Building (2 United Nations Plaza) which is located on the north side of 44th St. between First and Second Avenues. You can recognize the DC2 Building because it has a semi-circular car drive in front. The entrance to the lobby of the building is located on the centre of the semi-circular drive.

The offices of the Population Division are located on the 19th floor of the DC2 building. If you arrive later than 9:45am on Wednesday 26 October, you can get the grounds pass by calling Ms. Ruth Gobin at the Office of the Director of the Population Division, tel. 212-963-0422 (if you are at the lobby of the DC2 building and use the phones located there, you need to dial only the last five digits, 3-0422).

Visas

The U.S. Government requires that nationals of certain countries have a visa to enter United States territory. It is your responsibility to obtain the proper visa if required.

Insurance coverage

Participants are responsible for arranging, at their own expense, such life, health and other forms of insurance coverage for the duration of the Meeting as they deem appropriate.

Hotel accommodation

Participants are requested to make their own arrangements for hotel accommodation during the Meeting. Attached is a list of hotels located near the United Nations that offer special rates to participants in UN meetings. You may be requested to show a copy of our invitation letter or, later, your temporary grounds pass, to receive this rate.

Meeting Website

We encourage you to check the web site of the meeting:

<http://www.un.org/esa/population/publications/fourthcoord2005/fourthcoord2005.htm>

regularly for the papers and for any revisions to the agenda and/or schedule of work.

For queries regarding the organization of the Meeting, please contact:

Mr. Anatoly Zoubanov,
Population Affairs Officer
Migration Section
Population Division
United Nations
New York, NY 10017

Room DC2-1982
Tel: (212) 963-3214
Fax: (212) 963-2147
E-mail: zoubanov@un.org

United Nations - New York City – 2004 Hotel Rates

Hotel	Address	Telephone	Single*	Double*	Suite*
ALGONQUIN	59 W. 44th St.	212.840.6800	\$269.00	\$269.00	-
AMBASSADOR	140 E. 63rd ST.	212.838.5700	\$185.00	\$185.00	-
BEDFORD	118 E. 40th St.	212.697.8100	\$175.00	\$175.00	-
BEEKMAN	3 Mitchell Place (48th and 1st Ave.)	212.355.7300	\$284.00	\$284.00	\$314.00
BENJAMIN	125 E. 50th St.	212.753.2700	\$300.00	\$325.00	\$415.00
BENTLEY	500 E. 62nd St.	212.644.6000	\$159.00	\$159.00	-
CROWNE PLAZA	304 E. 42nd St.	212.986.8800	\$199.00	\$239.00	-
DIPLOMAT RESIDENCE	210 E. 47 St.	212.371.6029	-	-	-
EASTGATE TOWER	222 E. 39th St.	212.687.8000	\$244.00	\$264.00	\$384.00
DYLAN	52 E. 41st St.	212.338.0500	-	-	-
ENVOY CLUB	377 E. 33rd St.	212.481.4600	\$205.00	\$250.00	-
FITZPATRICK	141 E. 44th St.	212.351.6872	\$199.00	\$198.00	-
HELMSLEY PARK LANE	36 Central Park South	212.521.6239	\$195.00 - \$245.00	\$285.00 - \$295.00	-
MARCEL	201 E. 24th St.	212.696.3800	-	-	-
MELROSE HOTEL	140 E. 63rd St.	212.838.5700	\$150.00 - \$195.00	\$170.00 - \$245.00	-
METROPOLITAN	569 Lexington Ave.	212.752.7000	\$189.00	\$199.00	-
MIDDLETOWN HELMSLEY	148 E. 48th St.	212.755.3000	\$210.00	\$210.00	-
MILLENNIUM HOTEL	1 UN Plaza (44th St at 1st Ave)	212.758.1234	\$169.00	\$169.00	-
NEW YORK HELMSLEY	212 E. 42nd St.	212.490.8900	\$170.00	\$170.00	-
PICKWICK ARMS	230 E. 51 St.	212.355.0300	\$114.00	\$130.00	-
RADISSON	511 Lexington Ave.	212.755.4400	\$209.00	\$209.00	-
ROGER SMITH**	501 Lexington Ave.	212.755.1400	\$159.00	\$159.00	-
SAN CARLOS	150 E. 50th St.	212.755.1800	-	-	-
WARWICK	65 W. 54th St.	212.247.2700	\$169.00 - \$189.00	-	-

* Rates subject to change and subject to availability.

** Includes buffet breakfast.