

**SRE**SECRETARÍA  
DE RELACIONES  
EXTERIORES

## FIRST MEETING OF THE TRANSITIONAL COMMITTEE FOR THE DESIGN OF THE GREEN CLIMATE FUND

Mexico City, Mexico  
28-29 April 2011

### Venue

The meeting will be held at the Ministry of Foreign Affairs, Plaza Juárez 20, Centro, Mexico City, Conference Area (first floor). A map is enclosed as Annex I.

### Registration of participants

The Ministry of Foreign Affairs has two entry points: 1) Av. Juárez and 2) Independencia. After passing the security check point, you should proceed to the registration desk located on the ground floor (next to the Independencia entrance).

A valid passport or photo ID should be presented to the registration staff, together with a copy of the notification. Registration will be open on Wednesday April 27<sup>th</sup> from 15:00 to 18:00 and Thursday April 28<sup>th</sup> starting at 08:00.

Laptops must be registered at the security check point. Annex III to this note contains a form for that purpose. Please fill the form out in advance to speed up your entrance to the building.

In order to proceed to the Conference Area (first floor), it is required that you use the escalator. Elevators are not available for the Conference Area. Banners and support personnel will show you the way.

### General Information

#### 1. Entry requirements for Mexico

All foreign citizens entering Mexico must have a valid passport. Participants who have a valid USA visa are exempt from obtaining a visa for Mexico.

Participants who require a visa, or a transit visa, are strongly encouraged to contact the appropriate consular authorities as soon as possible. A list of ordinary passports that do not require a visa to enter Mexico is included as Annex II to this note. Any further question regarding visas, please contact Mr. Edgar Cubero Gómez ([ecubero@sre.gob.mx](mailto:ecubero@sre.gob.mx)).

#### 2. Weather

During April average temperature in Mexico City is around 80-86°F (27-30°C)

#### 3. Voltage

In Mexico City voltage is 110 volts, US plug.

#### **4. Currency**

Legal currency is the Mexican Peso. A floating exchange rate is used, currently it is approximately \$11.83 MNX per USD.<sup>1</sup>

#### **5. Accommodation**

The Ministry of Foreign Affairs is located in downtown Mexico City, some hotels in the vicinity are:

##### Hotel Hilton Mexico City Reforma

Av. Juárez 70, Col. Centro

Tel: (52-55) 5130-5300

Fax: (52-55) 5130-5255

Reservation code: GRPFIR

##### Hotel Melia México Reforma

Paseo de la Reforma 1, Col. Tabacalera

Tel: (52 55) 5063-1000

Fax: (52 55) 5128-5050

Reservation number: 348478

##### Sevilla Palace Hotel

Paseo de la Reforma 105, Col. Tabacalera

Tel: (52 55) 5566-8877

Fax. (52 55) 5703-1521

##### Fiesta Inn Centro Histórico Hotel

Av. Juárez 76, Col. Centro

Tel: (52-55) 5130-2900

Fax: (52 55) 5130-2910

##### Emporio Reforma Mexico City Hotel

Paseo de la Reforma 124, Col. Centro

Tel: (52 55) 5566-7766

Fax. (52 55) 5703-1424

##### Metropol Hotel

Luis Moya 39, Col. Centro

Tel y fax: (52-55) 1085-0830

##### Marlow Hotel

Independencia 17, Col. Centro

Tel: (52 55) 5521-9540 to 43

Fax: (52 55) 5518-6862

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<sup>1</sup> Exchange rate as of April 18 2011. [www.xe.com](http://www.xe.com) 1 USD = 11.69 MXN / 1 MXN = 0.085 USD

## **6. Food**

The cafeteria of the Ministry of Foreign Affairs (second floor) will be open for participants during lunch time. In addition, there is a wide variety of places to eat around the Ministry of Foreign Affairs, among them:

El Cardenal Restaurant  
At the Hilton Mexico City Reforma Hotel  
Av. Juárez 70, Col. Centro

Spuntino Alameda Restaurant  
Corner of Independencia and Luis Moya, Col. Centro

Plaza Juárez (Burger King, Chili's, Wings)  
Av. Juárez 30, Col. Centro

Mall Parque Alameda (Arrachera House, Italianni's, Taco Inn, Teriyaki San, Mc Donald's)  
Av. Juárez 76, Col. Centro

Sanborns Los Azulejos  
Francisco I. Madero 4, Col. Centro

Sanborns López  
Corner of Av. Juárez and López, Col. Centro

## **7. Ground Transportation**

Use of authorized taxis at International Airport Mexico City is recommended. There are several companies and their offices are located inside the airport building. Distance from the AICM to downtown, where hotels are located, is approximately 15 km -about 30 minutes-; these services operate with fixed rates and the price for the area of the proposed hotels is around \$152.00 pesos (around \$13.00 USD).

Recommended hotels are within walking distance from the venue, approximately 5 to 10 minutes.

For transportation to other sites within Mexico City, we recommend the use of taxis from the hotel or to ask for a radio taxi.

Taxis directory:

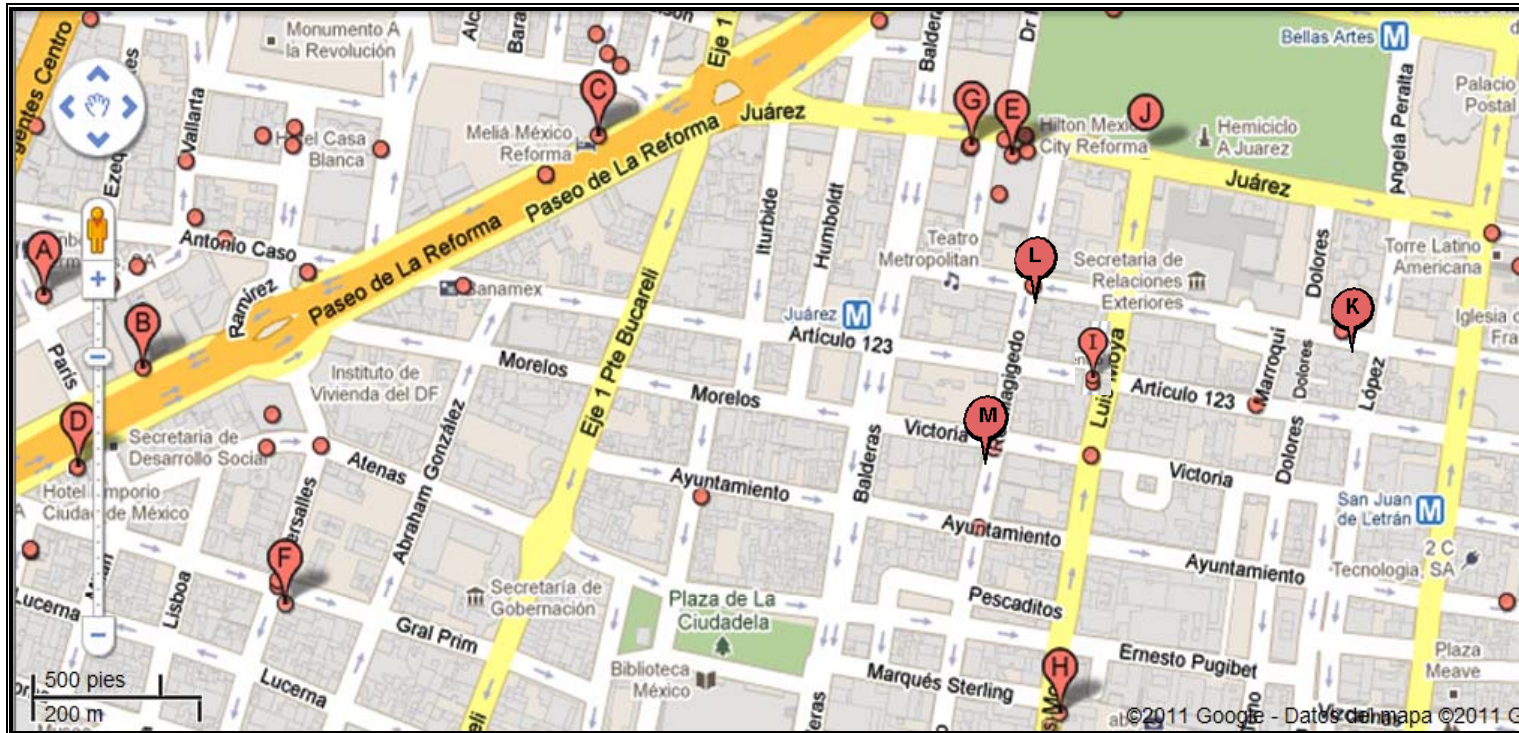
- Taximex: 5538-1440 y 5519-7690
- Servi-Taxi: 5271-2560
- Radio Servicios Móviles de Transporte: 5771-4012, 5771-0130, 5760-4696 y 5551-7710.
- Taxi Radio Mex: 5584-0571 y 5574-459
- Servitaxis: 5516-6020

## **8. Local time**

Time zone in Mexico City is GMT -7 hours.

ANNEX I

Map of the Ministry of Foreign Affairs nearby area



**ANNEX II****Ordinary Passports that do NOT require a Visa**

	<b>Country</b>	<b>Period of stay in Mexico without a Visa</b>		<b>Country</b>	<b>Period of stay in Mexico without a Visa</b>
1.	Andorra	180 Days	32.	Liechtenstein	180 Days
2.	Argentina	180 Days	33.	Lithuania	90 Days
3.	Australia	180 Days	34.	Luxembourg	180 Days
4.	Austria	90 Days	35.	Macao	90 Days
5.	Bahamas	90 Days	36.	Malta	90 Days
6.	Barbados	180 Days	37.	Marshall Islands	180 Days
7.	Belgium	180 Days	38.	Micronesia,	180 Days
8.	Belize	180 Days	39.	Monaco	90 Days
9.	Bulgaria	90 Days	40.	Netherlands	180 Days
10.	Canada	180 Days	41.	New Zealand	180 Days
11.	Chile	180 Days	42.	Niue	90 Días
12.	Cook Islands	180 Days	43.	Norway	180 Days
13.	Costa Rica	180 Days	44.	Palau	180 Days
14.	Croatia	180 Days	45.	Panama	180 Days
15.	Cyprus	90 Days	46.	Paraguay	180 Days
16.	Czech Republic	90 Days	47.	Poland	90 Days
17.	Denmark	180 Days	48.	Portugal	180 Days
18.	Estonia	90 Days	49.	Romania	90 Days
19.	Finland	180 Days	50.	San Marino	180 Days
20.	France	90 Days	51.	Singapore	180 Days
21.	Germany	180 Days	52.	Slovakia	90 Days
22.	Greece	90 Days	53.	Slovenia	90 Days
23.	Hong Kong	90 Days	54.	Spain	90 Days
24.	Hungary	90 Days	55.	Sweden	180 Days
25.	Iceland	90 Days	56.	Switzerland	180 Days
26.	Ireland	180 Days	57.	Trinidad And Tobago	180 Days
27.	Israel	90 Days	58.	United Kingdom	180 Days
28.	Italy	90 Days	59.	United States Of America	180 Days
29.	Japan	180 Days	60.	Uruguay	180 Days
30.	Korea, Republic Of	90 Days	61.	Venezuela	90 Days
31.	Latvia	180 Days			

**ANNEX III**



**FIRST MEETING OF THE TRANSITIONAL COMMITTEE  
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**Laptop Register Form**

Full Name:	
Country / Delegation:	
Brand (Sony, HP, Dell, etc.):	
Model:	
Service Tag:	
Serial Number:	
Date:	
Signature:	