

Joint PPIAF-GPOBA-Cities Alliance Program Council Meetings
June 4-7, 2012 | Kampala, Uganda
Administrative Note

Monday, March 19, 2012

Dear friends,

In preparation for the joint PPIAF-GPOBA-Cities Alliance Program Council Meetings that will be held in Kampala, Uganda from June 4 to June 7, 2012, please find below some useful information on logistical arrangements.

Venue and Hotel: The meeting will be held at the Sheraton Kampala Hotel in Kampala. We suggest that all participants stay at this hotel. Detailed information on the hotel is included below:

Sheraton Kampala Hotel
Ternan Avenue
P.O. Box 7041
Kampala, Uganda
Tel.: +256 41 4420 000
Fax: +256 41 4234 252
www.sheraton.com/kampala

Contact: Jacqueline Nalubega
Tel.: +256 312 322463
Fax: +256 414 257657
Email: Jacqueline.nalubega@sheraton.com

The negotiated room rate is \$170 inclusive of breakfast but excluding taxes. We have temporarily reserved a number of rooms, but all final reservations should be made before May 30, 2012 through the hotel contact listed above, Jacqueline Nalubega. When making bookings please mention the PPIAF-GPOBA-Cities Alliance meeting to secure the special rate, and copy World Bank staff Anita Correa (acorrea@worldbank.org) and Susanna Henderson (shenderson@citiesalliance.org) on all correspondence with the hotel. Participants will be responsible for settling their hotel bill and incidental expenses upon check out. Please note that the hotel will charge the equivalent of one night's accommodation in case of cancellation received two weeks prior to the Program Council Meetings.

Participants are urged to make their booking early and directly with the hotel contact person listed above.

Transportation to/from the Airport: Sheraton Kampala offers airport transfer at a charge of \$35 in each direction per every guest. Should you wish to use this service, kindly notify your flight details when making your reservations.

Agenda: A draft meeting agenda is attached to this note.

Communications: Should you have any questions regarding the meeting arrangements, please contact Anita Correa or Susanna Henderson at the coordinates below. We would also be grateful if you could please let us know the names and email addresses of your team members in Uganda and other local offices you would like us to invite.

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