2017 BUSAN GLOBAL PARTNERSHIP FORUM

LOGISTICAL NOTE
1. Meeting venue and registration

The 2017 Busan Global Partnership Forum will be held on Tuesday, 21 November and Wednesday, 22 November 2017 in Busan, Republic of Korea at the Novotel Ambassador Busan Hotel.

- **Novotel Ambassador Busan**
  
  Located at the center of beautiful Haeundae beach, Novotel Ambassador Busan is a member of the world hotel chain. The venue is around 30 kilometers from Gimhae International Airport in Busan.
  
  **Tel.** +82-51 743-1234  
  **For more detailed information.** https://novotel.ambatelen.com/busan/main.amb

2. Visa

Any foreign visitors wishing to enter Korea must have a valid passport and obtain a Korean visa. Visitors from 103 countries who want to visit Korea temporarily are permitted to enter without a visa according to visa-exemption agreements, or in accordance with principles of reciprocity or national interest. Please refer to the following website and contact the Republic of Korean Embassy in your country to receive further information on visa regulations.

**For more detailed information.** http://www.mofat.go.kr/ENG/visa/application/index.jsp?menu=m_40_10

3. Accommodation

A block booking has been made for all participants at the Novotel Busan hotel at a discounted rate, but participants must make their own room booking. To book a room, please complete the attached Hotel Reservation Form and return it at gpdec2017@gmail.com and copying haejooh.oh@undp.org. For those whose participation is funded by the event organisers, further information on accommodation and travel will be provided via email.

4. Transportation

- **Airport Transfer**
  
  Gimhae(Busan) International Airport operates transportation services to Shanghai, Osaka, Hong Kong, Taiwan, Hanoi, Guam and many other regions. It also offers domestic flights to Gimpo International Airport as well as Jeju Airport. There will be dedicated reception desk at Gimhae International Airport as needed.
  
  **For more detailed information.** http://www.airport.co.kr/wwweng/main.do

- **Airport to hotel**
  
  You may take a Limousine bus from Gimhae airport to the location of the venue.
  
  **Bus number.** Haeundae 1 Limousine  
  **Boarding location.** Domestic/International Terminal 1st Floor Bus Stop 2 (Gate 4)  
  **Ticket Purchase.** You can purchase a ticket at the Bus Passenger Waiting Area and go to Boarding location mentioned above  
  **Bus fare.** Cash 7,000Won, Card 7,000Won (Transaction proportions when transferring)  
  **Operation hours.** To hotel 7:00 ~ 22:00, To airport 5:18 ~ 19:58 (service interval: every 20 minutes)
5. Meals and specific food requirements

Lunch, dinner and refreshments will be provided during the meeting on 21-22 November. If participants have any special dietary requirements or requests (such as Food allergies, Halal food, Vegan, Vegetarian, etc.), please inform us in the Hotel. We will do our best to meet your requests.

6. Additional Information

- **Weather.** In November, the average temperature in Busan is between a low of 7°C and a high of 16°C.
- **Time Difference.** Korea is 9 hours ahead of Greenwich Mean Time (GMT +9) and does not observe daylight savings time.
- **Voltage/Electricity.** Outlets for 220 Volts/60Hz are mostly used in Korea. In order to convert the power into 110 volts, please contact hotel housekeeping.