

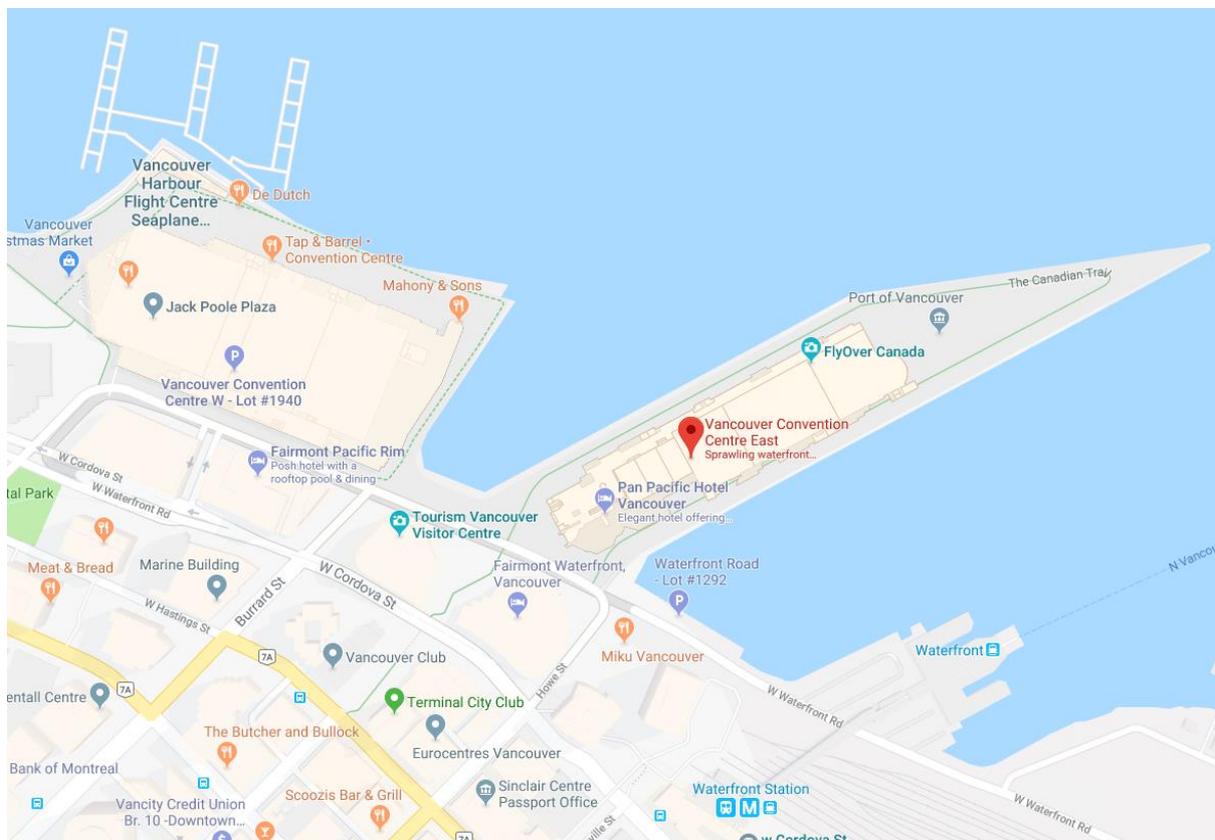


COMMITTEE ON FORESTS AND THE FOREST INDUSTRY
5-9 NOVEMBER 2018 | VANCOUVER | CANADA
BUILDING THE FUTURE WITH FORESTS

Information Note for Participants

Meeting venue

The meeting will take place at the Vancouver Convention Centre, 1055 Canada Pl, Vancouver, BC. There are two wings of the Convention Centre; our meeting location is in the East Convention Level, ballrooms A, B, and C.



Click [here](#) for google map directions.

On-site badge pick-up

The meeting will start with an opening session on Monday, 5 November 2018, at 12:00 am.

Participants will be able to pick up their meeting badge and welcome package at the registration and information desk, just at the entrance of the meeting area. The registration and information desk will be open from 8:00 am on Monday, 5 November.

Working language

The plenary sessions of the meeting will have simultaneous interpretation in English, French and Russian.

Transportation

If you are arriving by air, you will most likely be flying into Vancouver International Airport (YVR). From the airport to the hotel and convention centre, you can take a taxi, which will cost around \$40.00. Alternatively, public transport is cheaper and very easy too. From YVR-Airport Station, you can take the Canada Line Skytrain to Waterfront Station, which will take approximately 25 minutes and cost \$9.10. From the station, it is a 6-minute walk to the convention centre and the hotel.

Visa information

As Canada does not have a visa office in every country, it is important that delegates visit the website of the Canadian [visa office](#) responsible for processing visa applications. Information is available on the website on how to submit a visa application and the documentation required. [Processing times for visa applications](#) vary depending on the visa office and the time of the year. Participants are therefore encouraged to apply approximately 12 weeks in advance of their departure date to ensure they receive the visa in time.

Electronic Applications (e-Apps) .	Submission at a Visa Application Centre (VAC) (<i>In person or by mail</i>)
<p>This system allows clients to submit applications online.</p> <p>Delegates that choose to apply on-line will not have to submit their passport until requested to do so by a visa officer.</p> <p>The visa office will send the applicant instructions on how and where to send their passports to finalize the visa process.</p>	<p>VACs are commercial service providers authorized by Canada to provide specific services to applicants.</p> <p>VACs provide a number of services to clients, including help applicants fill out forms, answer questions and ensure that applications are complete.</p> <p>Reduces unnecessary delays or refusals due to incomplete applications.</p> <p>VACs serve as a collection point for applicants required to provide a biometric.</p> <p>VACs send applications to visa offices and transmit decisions to applicants in a secure and confidential manner.</p> <p>VACs do not process visa applications and have no decision-making authority.</p>

NEW - Electronic Travel Authorization (eTA)

As of November 10, 2016, visa-exempt foreign nationals are expected to have an [Electronic Travel Authorization](#) (eTA) to fly to or transit through Canada. [Exceptions](#) include U.S. citizens,

and travellers with a valid Canadian visa. Canadian citizens, including dual citizens, and Canadian permanent residents are not eligible to apply for an eTA.

Accommodation

All conference functions will be held at the Vancouver Convention Centre, which is conveniently located right next to the Pan Pacific Vancouver Hotel at the downtown waterfront.

You can benefit from special room rates at the Pan Pacific Hotel, which is conveniently located just above the Vancouver Convention Centre. Please note that you have to book via [this link](#) **before 5 October 2018** if you would like to get special room rates.

Alternatively, reservations can be made via phone (604-662-3223; toll-free numbers: 1-800-663-1515 (Canada) and 1-800-937-1515 (USA)), fax (604-695-2469), or email (reservations@PanPacificVancouver.com), but please remember to quote the Reservations ID: CANW1118 to benefit from the special rates.

Please note that breakfast is not included in the room rate. However, there is a food court with a wide variety of breakfast and lunch options located just below the convention centre. In addition, there are several dining options in the hotel itself.

Field Trip

You will have three field trip options to choose from, all taking place on Friday, 9 November 2018. Spaces are limited, and participation is on a first come, first served basis. **Please register via this link:** <https://www.surveymonkey.com/r/COFFI2018> at your earliest convenience.

Currency

The currency used in Canada is the Canadian dollar. The conversion rates are approximately as follows (May 2018):

1 EUR = 1.5 CAD

1 CHF = 1.3 CAD

1 USD = 1.3 CAD

Weather

Temperatures cool down in Vancouver over the fall months of September, October and November, and things get a little rainy as well. But overall, the climate is quite mild, with temperatures ranging from a sunny 18°C (65°F) on a sunny September day, through to a rainy 9°C (48°F) in later months. Check Vancouver's current and historical weather conditions online [here](#).

Contact

If you have any questions, feel free to contact Leonie Meier at leonie.meier@un.org, or Tel: +41 (0) 22 917 43 85 or consult our [website](#) for updated information.