

## **Dear Delegate, guest**

We are pleased to provide you with additional information regarding your participation in the SIM Week and Annual General Assembly on 31<sup>st</sup> October 2022 to 4<sup>th</sup> November 2022, in Gros Islet, Saint Lucia.

It is important that you read this email to help you to finalize your arrangements to attend the SIM Week and Annual General Assembly in Saint Lucia. The official email address for questions regarding the SIM Week 2022 and Annual General Assembly- [simaga2022@slbs.org](mailto:simaga2022@slbs.org)

### **1. Meeting venue**

All meetings will be held at the Royalton Saint Lucia, which is located at Smugglers Cove Drive, Cap Estate, Saint Lucia. Transfers will be made daily to the Royalton commencing at 8:00 am and at 5:00 pm.

### **2. COVID Policy**

Saint Lucia has implemented the following COVID protocol:

Testing required for unvaccinated persons while vaccinated travelers should present a valid vaccination card. Masks are required in the Airport.

Updates to the COVID Policy are available at <https://www.stlucia.org/en/covid-19/>

Kindly respect the measures put in place to avoid contamination and spread of the disease.

### **3. Coffee Break and Lunch**

There will be a coffee break served from 10:00 am to 10:15 am. Lunch will be served for all participants between 12:00pm -2:00 pm.

### **4. Your accommodation in Saint Lucia**

Participants will be accommodated at the following hotels:

#### **1. Coco Palm Resort Saint Lucia, [www.coco-resorts.com](http://www.coco-resorts.com)**

USD\$130/night – Single Occupancy

Plus 10% Service charge

Plus 10% VAT and Tourism levy of USD\$6.00/night.

#### **2. Bay Gardens Marina Haven, [www.baygardensresorts.com](http://www.baygardensresorts.com)**

USD\$159.70/night – Single Occupancy

Link: <https://reservations.travelclick.com/107143?groupID=3633264>

#### **3. Royalton, [www.royaltonresorts.com](http://www.royaltonresorts.com)**

USD\$415.97 to USD745.88/night – Single Occupancy.

A single room is reserved for each participant. The meal linked to your room reservation is breakfast. However, any extra charges such as using the drinks and food on the fridge, dinner, the laundry services,

etc. will need to be covered by you and you might be asked for a credit card upon check-in, for guarantee only.

#### **5. Transportation in Saint Lucia**

Your daily transportation to and from the conference location to the hotels will be covered by the Saint Lucia Bureau of Standards.

#### **6. Meeting programme**

The meeting will be conducted in English with simultaneous translation in Spanish.

We look forward to seeing you in Saint Lucia.