



Ref.: SCBD/AFC/PT/NI/86064

28 October 2016

NOTIFICATION

Shipment arrangements for the UN Biodiversity Conference in Cancun, Mexico

Dear Madam/Sir,

The purpose of this notification is to provide further information regarding shipping arrangements for the upcoming meetings in Cancun. Details are provided in the attached note and will also be reflected in the Information Note for Participants for the meetings.

Please accept, Madam/Sir, the assurances of my highest consideration.

Braulio Ferreira de Souza Dias
Executive Secretary

Enclosure

To : CBD, CPB and ABS National Focal Points, and relevant organizations



Convention on
Biological Diversity

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NOTE REGARDING SHIPPING ARRANGEMENTS
CANCUN, MEXICO

This note provides information regarding arrangements for shipping of publications and outreach materials for the COP 13, COP-MOP 8 and COP-MOP 2 meetings in Cancun, Mexico.

Participants may use any service provider (such as DHL, UPS, TNT, Schenker, etc.) provided that the shipment arrangement includes door-to-door services and customs clearance. All shipping-related costs are borne by the organization concerned.

Kindly make arrangements to ensure that your service provider delivers the shipment to the Moon Palace to the address below between **20-27 November 2016** only. No shipments will be allowed in the venue thereafter.

Attention: Grupos y Convenciones / Mr. Rene Palavicini
Hotel Moon Palace Golf & Spa Resort
Carretera Federal 307 / Km. 340 Chetumal
Cancún, Quintana Roo. C.P. 77500 México
Mobile: +52 1 (55) 9185 1677
Tel.: +52 (998) 8816000

Please take note of the following:

- Boxes must be numbered in a “1 of X format”. Whenever possible, a copy of the publication should be affixed to each box.
- Shipments will be available for collection as of 29 November 2016 at 3:30 p.m. at the shipping counter located in the Arena building.
- Storage and handling fees will apply and will be payable upon collection of the shipment:
 - Shipments smaller than a pallet are subject to 75.00 USD each.
 - Pallets are subject to 125.00 USD each.