28th Stop TB Partnership Coordinating Board Meeting
New York, United States of America

PRACTICAL INFORMATION

REGISTRATION

Please confirm your participation at the 28th Stop TB Partnership Coordinating Board meeting by sending an email to Shirley Bennett (shirleyb@stoptb.org) as soon as possible.

Please ensure that the Stop TB Partnership Secretariat is aware of your arrival and departure details, as well as your hotel accommodation arrangements and notify the Secretariat of any changes to your details as soon as they are known.

DATE

Sunday, 18 September 2016   *Crowne Plaza Hotel, Times Square*
08.30-12.00   Meeting of constituency representatives

12.00-12.45   *Lunch*

12.45-15.15   Brainstorming on resource mobilization

15.15-15.30   *Coffee break*

15.30-17.30   **Board pre-briefings**

Monday, 19 September 2016   *Crowne Plaza Hotel, Times Square*
09.00-11.00   High Level Panel

11.15-18.00   28th Coordinating Board meeting

19.30   Reception for Stop TB Partnership Coordnating Board
Ginny's Supper Club, Red Rooster
310 Malcolm X Blvd, New York, NY 10027
Tel: +1 212 421 3821
Subway: 2 & 3 express lines to 125th St and Lenox Ave.

Tuesday, 20 September 2016   *Crowne Plaza Hotel, Times Square*
09.00-17.30   28th Coordinating Board meeting

Stop TB Partnership

MEETING VENUE

Crowne Plaza Times Square
1605 Broadway
Between 48th St and 49th St.
New York, NY 10019
Tel: +1 212 977 4000
Fax: +1 212 333 7393
www.cpmanhattantimessquare.com

HOTEL ACCOMODATION

A block reservation for participants of the 28th Stop TB Partnership Coordinating Board meeting has been made at the **Crowne Plaza Times Square** for accommodation between Saturday 17 September 2016 – Wednesday 21 September 2016.

The negotiated rate is: USD 359 plus taxes and fees (taxes: 8.875% New York State tax, 5.875% New York City and Occupancy tax / Javits Center fee of $2.00 per occupied room. Taxes and fees subject to change without notice).

To benefit from the block reservation, kindly reserve a room by **Monday 15 August 2016** through the special website: https://resweb.passkey.com/go/TBP16

Please note reservations will be on a first-come first served basis.

NEW YORK CITY AND GETTING AROUND

Times Square is located in the midtown section of the borough of Manhattan in New York City. Times Square is in close proximity to the United Nations Headquarters and many New York landmarks and public parks. Within walking distance are the New York City Library, the Rockefeller Center, Central Park, the Pennsylvania train station and Grand Central train station.

In addition to taking taxis around Manhattan, the Metropolitan Transit Authority (MTA) has subway and bus lines which are safe and inexpensive ($3.00 / per single ride ticket).

Please see link for Subway map: http://web.mta.info/maps/submap.html

VISA

Participants are encouraged to obtain a visa from the respective US embassy/consulate office as soon as possible.

If you need support to obtain a visa please contact Catie Rosado (catier@stoptb.org). Also let her know if you encounter any difficulties.

Stop TB Partnership

HOW TO REACH NEW YORK

New York has three main airports. John F Kennedy International Airport (JFK), Newark Liberty International Airport (EWR) and LaGuardia Airport (LGA).

- **John F Kennedy International Airport** (JFK)

John F Kennedy International Airport is located in the Queens borough of New York City. JFK has many transportation options – from AirTrain, public subways and buses to taxis and limousines.

Taxis: From JFK Airport taxis charge a flat fare of $52 for trips between the airport and Manhattan. Taxis impose a $4.50 surcharge during peak hours (4-8 p.m. weekdays, excluding holidays), for a fare of $56.50.

- **Newark Liberty International Airport** (EWR)

Newark International Airport, is an international airport located about 15 miles (24 km) southwest of Midtown Manhattan (New York City). It straddles the boundary between Newark and Elizabeth, New Jersey.

- **LaGuardia Airport** (LGA)

Also located in Queens, this airport mainly handles domestic flights. Taxi fare is metered and costs approximately $40 during moderate traffic.

Taxis: Metered fare (plus tolls) to any Manhattan location, approximately $50-75. Taxis are available outside of every terminal and there is typically a taxi stand where you will be directed to a taxi. There is an additional charge for luggage over 24 inches if the driver handles the bags, and rates are based per car, not per passenger (up to four passengers).

Air Train: The Air Train offers connecting service to NJ Transit and Amtrak trains which will bring you into Manhattan- This can be much quicker than taking a cab or bus. $11.55 one way will bring you from Newark Airport to Penn Station. AirTrain connects the NJ Transit "Newark Airport Station" to the airport terminals. Service is available from 5am until 2am

SAFETY

New York is generally very safe. However, occasional pick-pocketing and petty crime occurs, especially in tourist spots. Attention should be paid to luggage and documents when travelling, during the night and in busy places (such as railway stations). Also do not leave valuables unattended.

The police emergency number is **911**.

FINANCIAL MATTERS

The United States currency is the US Dollar (USD).

Credit cards are accept in many parts of the United States and most banks offer ATMs.

COMMUNICATION/ POWER

The telephone country code for United States is +1. The New York City area codes for Manhattan are 212 as well as 917 and 646.

The USA uses 120v/60HZ. Participants are encouraged to bring a suitable adaptor if needed for personal use.

MEETING ORGANIZATION

In advance of the Coordinating Board meeting all documents will be made available either online or emailed to meeting participants. In New York participants will be provided with a USB key containing all documents. The Secretariat will provide paper copies of Board documents only to those who request it in advance. If you would like a paper copy of all documents please email Shirley Bennett (shirleyb@stoptb.org) and Catie Rosado (catier@stoptb.org) in advance of the meeting.

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