



Dear Participant

We are delighted to hear that you will be able to participate in the one day workshop titled **“Mapping Gender in the Information Society: From Reality To Discourse”**.

Conference venue information

Venue: Yontara Room, Menam Riverside Hotel, Bangkok, Thailand

Date: 31 October 2005

Time: 8:30am to 5:30pm

We have organized a projector and a laptop for your PowerPoint slides. Please bring your presentations on a CD so we can use our laptop to project the slides. Flips charts, markers, pencils and paper will be provided by us.

If you would like us to distribute your papers and presentations to the participants please reach the same to us by the 25th of Oct so we can make the necessary arrangements.

We have arranged for 2 coffee breaks (10.30am and 3.30pm) and Lunch (International Buffet) at 12.00 noon

Accommodation related information

We request you to make your bookings at the Menam Riverside Hotel .We asked them to issue us a package deal for the room rates for the consideration of our guests. They have given us the following options (*please note the conversion to USD is an approximate*):

- Superior: Single Bed: USD 44.08/per night (1800 Thailand Bath) and includes breakfast
- Superior: Twin Bed: USD 48.99/per night (2000 Thailand Bath) and includes breakfast
- Deluxe: Single Bed: USD 68.58/per night (2800 Thailand Bath) and includes breakfast
- Deluxe: Twin Bed: USD 73.47/per night (3000 Thailand Bath) and includes breakfast

The contact person is Ms Kanokwan (Tel: +66 026881000) or you can email her directly at: ku_menam@hotmail.com. Please cite the reference: UNDP/RCB 2005. Please write Anu Mundkur (anu@itforchange.net) if you need our assistance in making the hotel booking.

You are also free to go and stay any where in Bangkok. Fairly decent rooms are available for as low as USD 45. Please visit http://www.awid.org/forum/forum_hotels.htm to see hotels that are close to the venue.

DSA

We will be giving you a DSA of USD 130 per night stayed (approximately USD 1 = 41 Thailand Baht) for a maximum of 2 nights. *The DSA is meant to cover all your expenses during your stay in Bangkok including hotel room rent, meals, local transport, and communication needs.*



Traveling from the airport to the venue

- The airport is about 45 min to 1 hour by taxi.
- Hotel Taxis cost USD 19.59 (800 Thailand Baht)
- Normal taxis cost USD 6.12 (250 Thailand Baht) + X amount of the expressway toll.
- The hotel is also 1 km away from the Saphan Taksin Skytrain. So if anyone gets on to the skytrain and stops at this station, the cost is about USD 0.85 (35 Thailand Baht) - USD 1 (41 Thailand Baht).

Business facilities

There is no wireless service that we are aware off. There is a business centre with Internet connection which the delegates can use if necessary at their own costs.

We look forward to meeting you in Bangkok.

Warm regards,

Anita Gurumurthy
Executive Director, IT for Change