



## XXV Extraordinary Assembly of LACAC

(Santiago, Chile, 08 April 2024)

### GENERAL INFORMATION

#### 1. Location and date

The XXV Extraordinary Assembly of LACAC will be held on 08 April 2024, in the city of Santiago, Chile.

#### 2. Venue

The meeting will take place at the NH Collection Plaza Santiago hotel, located at Av. Vitacura 2610, Las Condes, Santiago.

#### 3. Arriving at the airport and transport

The international airlines that fly to Santiago arrive at the Arturo Merino Benítez Airport, where the delegates will be received upon arrival of their flight by DGAC personnel, to provide them with facilities during their passage through Customs, International Police, and SAG. Consequently, **it is of utmost importance that delegates send their flight itineraries to the email [rai@dgac.gob.cl](mailto:rai@dgac.gob.cl), no later than April 1, 2024**, in order to be able to make the necessary coordination in sufficient time.

The DGAC will not provide transportation for the airport-hotel-airport transfer. At the international arrivals exit of the Airport there is a formal Public Transportation Center, separate from the public area, to request official transportation service to the destination hotel. It is recommended not to use informal public transport located outside the passenger terminal. To know the official transportation services, visit the following link: <https://www.nuevopudahuel.cl/transporte-oficial?target=>

Regarding the scheduled visits to FIDAE 2024 on April 9 and 10, the DGAC will offer transportation to the delegates, with the departure and arrival point being the hotel venue **NH Collection Park Santiago**.

#### 4. Participants registration

Registration of delegates will take place on April 7 from 5:00 p.m. to 6:00 p.m. and April 8 from 8:30 a.m. to 9:00 a.m. at the hotel hosting the event.

#### 5. Opening

The opening ceremony will take place on Monday, April 8 at 9:00 a.m. at the NH Collection Park Santiago Hotel (Amsterdam Room).

**6. Language in which the meeting will be done**

The meeting will take place in Spanish – English and will have simultaneous translation.

**7. Documentation**






The Meeting documentation will be available on the Commission's website: <http://clacsec.clac-lacac.org/>

**8. Suggested attire**

The attire for the opening session will be a formal suit and casual attire for the work sessions.

**9. Temperature**

In the city of Santiago during the days of the event, the following approximate temperatures are expected:

April	7	8	9	10	11
					
	27° 9°	26° 10°	29° 11°	30° 10°	28° 10°

**10. Money Exchange**

The official currency in Santiago is the Peso. The exchange rate (subject to variation) is approximately \$974 pesos for \$1. It is recommended that money exchanges always be carried out in authorized currency exchange houses or banks.

**11. Credit and debit cards**

International credit cards usually accepted in hotels, shops, and restaurants are: American Express, MasterCard, VISA.

**12. Medical services**

If necessary, the following Hospitals and Clinics are recommended:

Clínica Santa María  
Av. Santa María 500, Providencia  
Phone: +56 2 2913 0000

Clínica Indisa

Av. Santa María 1810, Providencia  
Phone: +56 2 2362 5555

Hospital Clínico Universidad Católica  
Marcoleta 367  
Phone: +56 2 2633 2051

Hospital de la Fuerza Aérea de Chile (FACH)  
Av. Las Condes 8631  
Phone: +56 2 2782 6000

### 13. Medical insurance

All participants, including authorities and delegates attending the event, are advised to purchase travel assistance insurance or have valid international medical insurance in case of any health-related eventuality.

### 14. Language

The official language of Chile is Spanish.

### 15. Voltage

In Chile the standard output voltage is 220 volts. Plugs are two or three pins. It is recommended to bring a laptop adapter with you if necessary.



### 16. Taxes and tips

Sales and services are charged with Value Added Tax (VAT), which is currently 19% and is generally included in the price. The recommended tip in restaurants is 10% of the total. Usually, the tip is suggested at the end of the bill, and it is voluntary to consider it or not. In transportation (taxis or other means) it is not customary to tip drivers.

### 17. Time zone

Santiago's time zone from April to September is GMT-4.

### 18. Commercial hours

Business in general is open from Monday to Friday from 9:00 a.m. to 7:00 p.m. and on Saturdays from 10:00 a.m. to 2:00 p.m. Shopping centers (malls) and large stores are open from Monday to Sunday from 10:00 a.m. to 9:00 p.m. Bank hours are from 9:00 a.m. to 2:00 p.m., Monday to Friday.

### 19. Safety recommendations

Safety recommendations are common to every city, such as carrying only the necessary money, not unnecessarily displaying valuable jewelry, cameras, or cell phones, and requesting safe taxi services

at the hotel of your choice. The use of the Uber platform is recommended.

## 20. Travel documents

Foreign citizens must be accredited with a passport. Depending on the country of origin, they may require a visa; it is suggested that the delegates make appropriate inquiries in advance at the Chilean Consulates in their respective countries.

## 21. Emergency numbers

- Firemen: 132
- Police officers: 133
- Ambulance (SAMU): 106
- Citizen security (Comuna Las Condes): 1402
- Citizen security (Comuna Providencia): 1403

## 22. Lodging

For the accommodation of the delegates, the venue hotel is suggested, which will offer a preferential rate when making reservations through the following link:

<https://www.nh-hotels.com/es/event/cgw-asamblea-dag-1983863>

It is recommended to manage your reservations in advance, due to the **high hotel demand that will occur in April due to the FIDAE 2024** and other international activities that will take place in Santiago.

**THE DEADLINE TO MAKE YOUR RESERVATIONS AT THE VENUE HOTEL IS MARCH 14, 2024 AND A MINIMUM OF THREE NIGHTS**

When paying for the hotel in US dollars, foreigners must present their Passport and air ticket to be exempt from paying the VAT tax (19%).

Hotel	Contact	Address	Room. Single US\$	Room. Double US\$
<b>NH Collection Plaza Santiago</b>  <b>*Venue for the Assembly</b>	Eduardo Pinto Tel. +56 2 2405 3278 Ext. 1692 EMail: <a href="mailto:nhgroupsales.cl@nh-hotels.com">nhgroupsales.cl@nh-hotels.com</a>	Av. Vitacura 2610, Las Condes	160 + IVA	160 + IVA

**OTHER RECOMMENDED HOTELS**

**Note: When making reservations, request the "DGAC PREFERENTIAL RATE"**

**Hotel Best Western Marina del Rey\*\*\*\***  
Alonso de Córdova 5727, Las Condes, Santiago

Contact: Verónica Valenzuela  
Phone: +56 2 2599 4023  
[veronica.valenzuela@marinahoteles.cl](mailto:veronica.valenzuela@marinahoteles.cl) – [www.marinahoteles.cl](http://www.marinahoteles.cl)

Type of room	Rate in USD
Individual Standard Room	180
Matrimonial suite/ Standard Twin	180

**MR. Hotel\*\*\*\***  
Av. Pedro de Valdivia 164, Providencia, Santiago

Contact: Enrique Carrasco  
Phone: +56 2 266 33 154 | Cell: +56 9 6303 9720  
[ventas3@mrhoteles.cl](mailto:ventas3@mrhoteles.cl) - [www.mrhoteles.cl](http://www.mrhoteles.cl)

Type of room	Rates in USD
Individual Standard Room	63
Matrimonial / Twin Standard	70
Triple	96

**MR. Express\*\*\***  
Vecinal 40, Las Condes, Santiago

Contact: Enrique Carrasco  
Phone: +56 2 266 33 154 | Cell: +56 9 6303 9720  
[ventas3@mrhoteles.cl](mailto:ventas3@mrhoteles.cl) - [www.mrhoteles.cl](http://www.mrhoteles.cl)

Type of room	Rates in USD
Individual Standard Room	63
Matrimonial / Twin Standard	70
Triple	96

**MR. Apart**

Av. Pedro de Valdivia 164, Providencia, Santiago

Contact: Enrique Carrasco  
 Phone: +56 2 266 33 154 | Cell: +56 9 6303 9720  
[ventas3@mrhoteles.cl](mailto:ventas3@mrhoteles.cl) - [www.mrhoteles.cl](http://www.mrhoteles.cl)

Type of room	Rates in USD
Individual Standard Room	63
Matrimonial / Twin Standard	70
Two sections	73

**23. Contact details****Vivian Paucar (in spanish)**

Latin American Civil Aviation Commission (LACAC)

Phones: [\(+51\) 14226905](tel:+5114226905) and [\(+51\) 14229367](tel:+5114229367)Email: [vpaucar@clac-lacac.org](mailto:vpaucar@clac-lacac.org)  
[clacsec@clac-lacac.org](mailto:clacsec@clac-lacac.org)**Paola Bullon (in english)**

Latin American Civil Aviation Commission (LACAC)

Phones: [\(+51\) 14226905](tel:+5114226905) and [\(+51\) 14229367](tel:+5114229367)Email: [pbullon@clac-lacac.org](mailto:pbullon@clac-lacac.org)  
[clacsec@clac-lacac.org](mailto:clacsec@clac-lacac.org)**General Directorate of Civil Aeronautics – Chile (DGAC)**

International Aeronautical Relations Section (RAI)

Email: [rai@dgac.gob.cl](mailto:rai@dgac.gob.cl)

- Patricia de Andraca  
 Head of International Aeronautical Relations Section (RAI)  
 Office phone: +56 2 2439 2441 / WhatsApp: +56 9 9779 1697  
 Email: [rai@dgac.gob.cl](mailto:rai@dgac.gob.cl)
- Yusera Abujatum  
 Events and International Organizations Office Manager  
 RAI Section  
 Office phone: +56 2 2439 2446  
 Email: [yusera@dgac.gob.cl](mailto:yusera@dgac.gob.cl)