

# The 2017 SUN Movement Global Gathering



Scaling Up  
**NUTRITION**

ENGAGE • INSPIRE • INVEST

7-9 November  
2017, Abidjan,  
Côte d'Ivoire

## LOGISTICS NOTE 1

Dear participant,

In this note you will find all the key information needed for planning your journey to the SUN Global Gathering. We will share a second note with more details related to your arrival and stay in Abidjan in the coming weeks. Should you wish to contact us or if you require any further information, please email us at: [sun.gg@scalingupnutrition.org](mailto:sun.gg@scalingupnutrition.org).

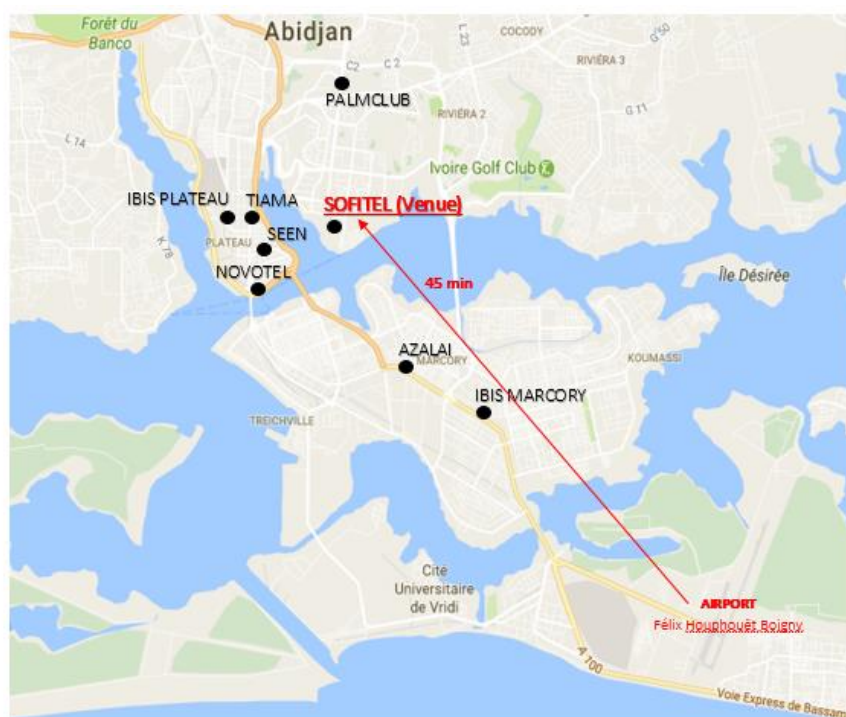
We look forward to welcoming you in Abidjan,

The SUN Movement Secretariat

### Key information

**Registration** We invite you to register for the 2017 SUN Global Gathering, as soon as possible, by clicking [here](#).

**Venue** **Sofitel Abidjan Hotel Ivoire**  
Boulevard Hassan II, Cocody  
08 BP 01 Abidjan 08 - Côte d'Ivoire



## Entry visa

### **Participants are responsible for obtaining their own visa to Cote d'Ivoire, if required.**

Some visa applications can take up to 120 days, so please make sure you apply as soon as possible. Please note that an application request does not necessarily ensure that you will be granted a visa.

Please note that citizens from Benin, Burkina Faso, Cape Verde, Central African Republic, Chad, Congo, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Mauritania, Morocco, Niger, Nigeria, Senegal, Seychelles, Sierra Leone, Togo and Tunisia do not need a visa to enter in Cote d'Ivoire.

All other foreign nationals who wish to enter Côte d'Ivoire must obtain a visa beforehand.

If you require a visa:

1. **E-visas online procedure** is the easiest and fastest way to obtain a visa through the following website: <https://snedai.com/e-visa/> (available in English and French).

Please note that an information hotline is available for all visa application information requests and assistance in solving all types of technical problems encountered online.

Contact info line: (00225) 22 51 08 08 or (00225) 03 62 62 19 open from Monday to Friday from 08h00 to 17h00 or [contact@snedai.ci](mailto:contact@snedai.ci)  
Contact e-visa airport: (00225) 54 36 29 15 available 24h / 24.

2. **If you are not eligible for the e-Visa** or if the type of visa you require cannot be obtained through the e-Visa procedure, you can go to the nearest Ivorian Embassy (see locations here: <https://snedai.com/visa-en-ambassade/>). Please ensure you have reviewed the in-person application process and have prepared all required documents in advance.

3. If you have any difficulties to obtain the visa, we can facilitate the visa application under condition that **all the requested information is duly completed in the Global Gathering registration platform:**

- Full name (first name, family name)
- Nationality
- Passport number
- Passport issue date
- Passport expiration date
- The planned arrival date to Cote d'Ivoire
- Scan of the first page of your passport (the page with photo and identification information)

In this case, you will receive a confirmation letter issued from the Government of Cote d'Ivoire and sent to you by us. This letter will confirm that you will receive your visa after payment of the fee upon your arrival to Cote d'Ivoire.

### **A few key things to note:**

Visa fees range from EUR 35 to EUR 116 per individual application, payable in the local currency to the consulate or embassy, via the online portal or upon your arrival. **Each participant is responsible for covering the cost of the visa application.**

For your visa application to be processed, you need to submit the following supporting documentation:

1. Your passport or a scan of the passport photo and identity pages (first 3 pages). **Please note that your passport must be valid for at least six months following the day you enter Côte d'Ivoire.**
2. A copy of your hotel reservation for the duration of the stay in Abidjan (containing the applicant's name)
3. A copy of your roundtrip ticket or detailed itinerary for your trip (with the applicant's name on said ticket or itinerary)
4. In order to enter the territory of Côte d'Ivoire, you must have a valid yellow fever vaccination. A copy of the International Certificate of Vaccination (ICV) for yellow fever must be attached to your visa application. **Please also note that your vaccination booklet will be checked at the airport in Abidjan, so**

**make sure this booklet is in your hand luggage, to facilitate this control upon arrival;**

5. Your personalised invitation letter (which can be accessed via hyperlink in your invitation email) can be used to support your visa application. We also strongly encourage you to request the funder of your trip to provide written confirmation of their financial support for your travel, accommodation and daily subsistence to help expedite the visa process.

Please contact [sun.gg@scalingupnutrition.org](mailto:sun.gg@scalingupnutrition.org) if any other support is needed in your application process.

In case you have issues in relation to preparing your trip to Abidjan, please contact...

Commissaire SANOGO LASSINA, Sous-Directeur,

Contact: + 225 03 08 92 17,

[sanogolassine77@gmail.com](mailto:sanogolassine77@gmail.com)

or

Adjudant FOFANA G. HERVÉ

Contact : +225 01 07 56 99

### Air travel

The 2017 SUN Movement Global Gathering will be the largest one to date. To help us ensure we can get all participants registered and well prepared, as well as to ensure that all countries have ample time to set up their Marketplace stands, you are requested to arrive in Abidjan **no later than Monday 6th November. The Global Gathering will end on Thursday 9th November at 4pm. You are invited to plan your return ticket accordingly in order to allow enough time to reach the airport.**

As you need to submit your travel details with your visa application, and also to register for the 2017 SUNGG, we invite you to start making your booking to Abidjan (Félix Houphouët-Boigny Airport), as soon as possible. **Please note that participants are responsible for making their own travel arrangements to Abidjan.**

### Hotels

Special rates have been negotiated by the SUN Movement Secretariat for SUN GG participants in the partner hotels listed below. Rates are per room, per night, including VAT, for single occupancy including breakfast and internet access.

Lunches will be provided for three days at the Global Gathering (7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> November). A reception will take place in the evening of Wednesday 8<sup>th</sup> November.

You are responsible for making your reservation directly with your desired hotel. Your hotel and room choice are subject to availability. The SUN Movement Secretariat will not be responsible for any hotel reservation, deposit or payment issue.

We strongly suggest that you reserve your room at Hotels 1-8 as soon as possible as we will not be able to ensure any hotel block bookings after **22 October 2017.**

#### ❑ Hotel 1 – Sofitel, Cocody, 2017 SUN Global Gathering venue

A special rate for 157 rooms has been negotiated for you:

CFA 189 000 for a Superior Room and CFA 214 000 for a Deluxe Room

To get this special rate, use the below information when you book your room.

- Complete the reservation form [here](#) and send to the reservation email below
- Reservation email: [ABIDJAN.RESERVATION@accor.com](mailto:ABIDJAN.RESERVATION@accor.com)

For more information about this hotel, click here: [SOFITEL ABIDJAN](#)

#### ❑ Hotel 2 – Palmclub, Cocody

A special rate for 50 rooms has been negotiated for you: CFA 75 000

To get this special rate, use the below information when you book your room.

- Reservation code: **SUNGG**
- Reservation email: [palmclub@hotelpalmclub.com](mailto:palmclub@hotelpalmclub.com)

For more information about this hotel, click here: [PALMCLUB](#)

❑ **Hotel 3 – Tiama, Plateau**

A special rate for 60 rooms has been negotiated for you: CFA 115 000  
To get this special rate, use the below information when you book your room.

- Reservation code: **SUNGG**
- Reservation email: [reservation@hotel.tiama.ci](mailto:reservation@hotel.tiama.ci)

For more information about this hotel, click here: [TIAMA](#)

❑ **Hotel 4 – Novotel, Plateau**

A special rate for 70 rooms has been negotiated for you: CFA 140 000  
To get this special rate, use the below information when you book your room.

- Complete the reservation form [here](#) and send to the reservation email below
- Reservation email: [ABIDJAN.RESERVATION@accor.com](mailto:ABIDJAN.RESERVATION@accor.com)

For more information about this hotel, click here: [NOVOTEL](#)

❑ **Hotel 5 – Ibis, Plateau**

A special rate for 70 rooms has been negotiated for you: CFA 71 000  
To get this special rate, use the below information when you book your room.

- Complete the reservation form [here](#) and send to the reservation email below
- Reservation email: [ABIDJAN.RESERVATION@accor.com](mailto:ABIDJAN.RESERVATION@accor.com)

For more information about this hotel, click here: [IBIS PLATEAU](#)

❑ **Hotel 6 – SEEN, Plateau**

A special rate for 50 rooms has been negotiated for you: CFA 89,000.  
To get this special rate, use the below information when you book your room.

- Reservation code **SUNGG**
- Reservation email [sales.abidjan@seenhotels.com](mailto:sales.abidjan@seenhotels.com)

For more information about this hotel, click here: [SEEN](#)

❑ **Hotel 7 – Ibis, Marcory**

A special rate for 50 rooms has been negotiated for you: CFA 73 000

- Complete the reservation form [here](#) and send to the reservation email below
- Reservation email: [ABIDJAN.RESERVATION@accor.com](mailto:ABIDJAN.RESERVATION@accor.com)

For more information about this hotel, click here: [IBIS MARCORY](#)

❑ **Hotel 8 – Azalai, Marcory**

A special rate for 100 rooms has been negotiated for you: CFA 97 000

- Reservation code **SUNGG 1711SCARCI**.
- Reservation email [reservationaha@azalaihotels.com](mailto:reservationaha@azalaihotels.com).

For more information about this hotel, click here: [AZALAI](#)

We strongly suggest that you reserve your room at Hotels 9-10 as soon as possible as we will not be able to ensure any hotel block bookings after **27 October 2017**.

❑ **Hotel 9 – Ivotel Plateau**

A special rate for 40 rooms has been negotiated for you: CFA 70,000

- Reservation email: [p.kakou@ivotel.com](mailto:p.kakou@ivotel.com) with the subject line ' SUN Global Gathering'
- For more information about this hotel, click here: [ivotel](#)

❑ **Hotel 10 – Ivotel Incendie**

A special rate for 40 rooms has been negotiated for you: CFA 45,000

- Reservation email: [p.kakou@ivotel.com](mailto:p.kakou@ivotel.com) with the subject line ' SUN Global Gathering'
- For more information about this hotel, click here: [ivotel](#)

<b>Airport-hotel transfers</b>	More information will be shared regarding transfers to and from the partner hotels and the Global Gathering venue in the coming weeks. Please <u>note that if you are not staying in one of the event partner hotels, no transportation will be provided to and from the Global Gathering.</u>
<b>Health and safety</b>	<p><b>Yellow fever:</b> In accordance with the International Health Regulations, anyone who wishes to enter Côte d'Ivoire must have been vaccinated against yellow fever within a minimum of two weeks before arrival. A control of your vaccination records will be made upon arrival and a copy of your vaccination certificate should accompany your visa application, as mentioned above. Seek advice from your doctor or an international immunisation centre.</p> <p><b>Malaria:</b> Côte d'Ivoire is classified as zone 3 for risk of malaria. Before departure, you should seek advice from a doctor or from the vaccination centre for tropical diseases in your country. Preventive prophylactic treatment is recommended for all persons from a non-endemic area, in Côte d'Ivoire. In any case, during your stay, measures of individual protection against mosquito bites are strongly recommended (repellents, diffusers, impregnated mosquito nets, etc.).</p> <p><b>Ebola virus:</b> To date, no case of Ebola has been reported in Côte d'Ivoire. Preventive measures remain in effect on arrival at the Félix Houphouët-Boigny airport in Abidjan:</p> <ul style="list-style-type: none"> <li>• Filling out a health declaration form;</li> <li>• Temperature measurement using infrared thermometers (thermal gun);</li> <li>• Hand washing and disinfection.</li> </ul> <p><b>Abidjan airport offers a medical service (main hall, departures area) for any malaise.</b></p>
<b>Insurance</b>	Kindly note that you are responsible for any travel, medical, accidental death, life or other insurance during your journey and stay in Abidjan.
<b>Emergency contacts</b>	For problems upon arrival or during your stay in Abidjan, please contact: <a href="mailto:sun.gg@scalingupnutrition.org">sun.gg@scalingupnutrition.org</a>