



South West Pacific Hydrographic Commission

Secretariat:
National Topographic Hydrographic Authority
Land Information New Zealand
160 Lambton Quay
Wellington
New Zealand

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File: HYD190100-07

SWPHC LETTER 02 / 2005

See Distribution List

7th SWPHC CONFERENCE WELLINGTON, NEW ZEALAND, 7-8 NOVEMBER 2005

- 1 The following information and arrangements for the 7th SWPHC Conference (7-8 November, Wellington, New Zealand) is forwarded for your action.

Meeting Venue

The SWPHC meeting and workshop will be held at the;

JAMES COOK HOTEL GRAND CHANCELLOR,
147 The Terrace, Wellington
Email: reservations@jamescookhotel.co.nz
Website: www.grandhotelsinternational.com
Phone: (+64) 4 499 9500
Fax: (+64) 4 499 9800

A proforma to use if booking accommodation at the James Cook is attached at **Annex A**.

The Chair, Mr John Spittal, invites delegates to arrive on Sunday 6 November in time to attend the Cocktail Evening which starts at 6pm.

Accommodation

A list of Hotels in the vicinity of the meeting venue is attached at **Annex B**. When making bookings at any of the Hotels on the list please advise you are attending the SWPHC to obtain the Government Room Rate. All the hotels are within 5 - 10 minutes walking distance of each other, and taxi fares average \$NZ 8.00.

Travel

The Wellington International Airport is a short 10-15 minute taxi ride (approximately \$NZ25-\$NZ30) from the city and Hotels.

Information on Wellington

For more information about Wellington the following website address is useful:

<http://www.wellingtonnz.com/>

Provisional Programme

A provisional programme for the Meeting is forwarded at **Annex C**.



James Cook Hotel Grand Chancellor
147 The Terrace
(PO Box 2429)
Wellington
New Zealand
Phone: +64 (04) 499 9500
Facsimile: +64 (04) 499 9800
www.grandhotelsinternational.com

Land Information New Zealand
ACCOMMODATION REQUEST

GROUP REF SWPHC - 6 and 7 November 2005

All booking are subject to availability

PLEASE FAX TO: Reservations: +64 (04) 499 8203
OR E-MAIL TO: reservations@jamescookhotel.co.nz
OR SEND TO: 147 The Terrace, PO Box 2429, WELLINGTON
Phone: +64 (04) 499 9500

NAME/S:
FIRST NAME _____ SURNAME _____

REQUEST:

- Standard Room \$160.00 + GST
Chancellor King \$190.00 + GST
Premium Room \$220.00 + GST

PREFERENCE:

- SMOKING
NON SMOKING * PLEASE NOTE: ON AVAILABILITY

OCCUPANCY:

- INGLE / DOUBLE * PLEASE NOTE: ON AVAILABILITY
TWIN * PLEASE NOTE: ON AVAILABILITY

ARR. DATE: _____ DEP. DATE: _____

ETA: _____

CREDIT CARD NUMBER FOR GUARANTEE (*MUST COMPLETE)

EXPIRY DATE: _____

CARD HOLDER _____

PHONE: _____ FAX: _____

ALL BOOKINGS REQUESTS MUST BE RECEIVED AS SOON AS POSSIBLE TO ENSURE AVAILABILITY OF ROOMS.
CHANGES TO BOOKINGS OR CANCELLATIONS MUST BE MADE TO HOTEL DIRECTLY PRIOR TO DAY OF ARRIVAL TO
ENSURE NON ARRIVAL & CANCELLATION FEES ARE NOT INCURRED.

THIS FAX SHEET WILL BE RETURNED TO YOU WITH YOUR CONFIRMATION NUMBER

CONFIRMATION NUMBER: _____

2. Delegates are asked to make bookings as soon as possible due to a forecast shortage of accommodation in Wellington in November, and also to advise their attendance and travel details to the Secretary as soon as possible at:

Mr Bruce Wallen (Secretary, SWPHC)
email: bwallen@liinz.govt.nz
Tel: (+64) 4 471 6852
Fax: (+64) 4 471 6894

Yours sincerely,

Bruce Wallen
Secretary, SWPHC
4 August 2005

List of Annexes:

- A). Proforma for James Cook Hotel Bookings
- B). List of Hotels
- C). Provisional Programme

Distribution:

SWPHC Members

Australia - Captain Rod NAIRN
France - Vice Admiral Yves DESNOES, Mr Michel le GOUIC
Fiji - Mr Felix MAHARAJ
New Zealand - Mr John SPITTAL, Mr Bruce WALLEN
Papua New Guinea - Mr Pekou CHAKUMAI
Tonga - Lt. Sua FIFITA
United Kingdom - Dr David Wynford WILLIAMS, Dr Peter WRIGHT, Captain
Mike BARRITT, Mr Andrew KILBRIDE
United States of America - Captain Roger. L. PARSONS, Ms Meg DANLEY

SWPHC Associate Members

Island Nations to be invited

International Hydrographic Organisation (IHO)

International Hydrographic Bureau - Rear Adm. Kenneth BARBOR, Captain Hugo GORZIGLIA

Regional Agencies, etc

South Pacific Applied Geoscience Commission (SOPAC) - Ms Cristelle PRATT
Secretariat of the Pacific Community (SPC) - Dr Jimmie RODGERS
Maritime New Zealand - Mr Russell KILVINGTON

7th South West Pacific Hydrographic Commission Conference
WELLINGTON, NEW ZEALAND, 7-8 NOVEMBER 2005

List of Hotels

HOTELS IN WELLINGTON

1. JAMES COOK HOTEL GRAND CHANCELLOR (147 The Terrace, Wellington)

Email: reservations@jamescookhotel.co.nz
Website: www.grandhotelsinternational.com
Phone: (+64) 4 499 9500
Fax: (+64) 4 499 9800

Rated 4 stars

Standard	NZ\$160.00
Chancellor King	NZ\$190.00
Premium Room	NZ\$220.00

Please ask for the Government rate when booking.

Booking form supplied

2. HOTEL IBIS WELLINGTON (153 Featherston Street, Wellington)

Email: h3049-re01@accor.co.nz
Website: www.accor.co.nz
Phone: (+64) 4 496 1880
Fax: (+64) 4 496 1881

Rated 3 stars

Standard Room	NZ\$123.00
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Please ask for the Government rate when booking

3. NOVOTEL CAPITAL WELLINGTON (133 – 137 The Terrace, Wellington)

Email: h3276-re01@accor.com
Website: www.accorhotels.co.nz
Phone: (+64) 4 918 1900
Fax: (+64) 4 918 1901

Rated 4 stars

Standard	NZ\$160.00
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Please ask for the Government rate when booking.

4. **DOWNTOWN BACKPACKERS - WATERLOO HOTEL** (1 Bunny Street, Wellington)

Email: db@downtownbackpackers.co.nz

Website: www.downtownbackpackers.co.nz

Phone: (+64) 4 473 8482

Fax: (+64) 4 471 1073

4 bed dorm room, shared bathroom

NZ\$25.00 per person/per night

Basic twin room, shared bathroom

NZ\$55.00 per night

Standard twin room, with ensuite

NZ\$65.00 per night

NOTES

Please book your accommodation directly with the Hotel of your choice.

A booking form is supplied for the James Cook Hotel Grand Chancellor if you wish to book accommodation at the same Hotel as the Meeting venue.

REMINDER: Please ask for Government rates when booking any of the first three hotels in the list ie numbers 1, 2, or 3 to get the prices quoted.

All rates quoted are in New Zealand dollars and exclude GST (GST is 12.5%)

PLEASE NOTE

November is a very busy time of year in Wellington. We have been asked to advise you all to book your accommodation as earlier as possible.

Annex C To SWPHC CL 2-2005

Provisional Programme for 7th SWPHC Meeting

Sun 6th November

As required Delegates arrive and settle into accommodation

1800 Welcome cocktail party, James Cook, Hotel Grand Chancellor.
Dress; Lounge Suit

Mon 7th November

0900 SWPHC meeting James Cook, Hotel Grand Chancellor.
The meeting will take place in “The Chartroom” Level 16

1030 Morning Tea, Group Photograph

1230 Lunch

1430 Afternoon Tea

1700 Meeting Concludes

1900 – 2130 SWPHC Dinner as guests of LINZ, venue to be advised

Tues 8th November

0900 SWPHC meeting James Cook, Hotel Grand Chancellor.
The meeting will take place in “The Chartroom” Level 16

1030 Morning Tea

1230 Lunch

1430 Afternoon Tea

1700 Meeting Concludes

1900 – 2130 Dinner for those staying overnight – own expense

Information will be provided on social activities that can be undertaken by delegates and partners before, during and after the conference.