**82nd General Assembly**

**October 21-24 2013**

Centro de Convenciones Cartagena de Indias Julio Cesar Turbay Ayala

GENERAL SCHEDULE

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**Welcome reception :** Monday, 21 October 2013

Time: 18.30-20.30

Event: Welcome cocktail reception hosted by the Hon. Minister of National Defense and the Director General of the National Police of Colombia

Venue: Centro de Convenciones (esplanade)

Dress Code: Smart (business attire)

**General Assembly session dates**: 21 to 24 October 2013

The General Assembly plenary session will be held in the Gran Salon Barahona.   
Start time (opening ceremony) at 10.00 on Monday 21 October.  
End of General Assembly session at lunch time on Thursday 24 October.

Note: Due to limited seating, Exhibitors will not be able to attend the opening ceremony.

**Coffee Breaks (30 minutes):**

Monday 21 October: morning and afternoon  
Tuesday 22 October : morning and afternoon  
Wednesday 23 October: morning and afternoon  
Thursday 24 October: morning

Note: INTERPOL reserves the right to modify the general schedule at all times.

**Gala dinner:** Wednesday, 23 October 2013

Time: 19.30-22.30

Event: Gala dinner hostedby the Hon. Minister of National Defense and the Director General of the National Police of Colombia

Venue: Plaza de la Aduana, Cartagena de Indias

Dress Code: Smart casual (long or short-sleeved shirt. No tie) or national dress

Please note that attendance will be limited to 4 persons per exhibiting company.

**Recognition Ceremony for Exhibitors:**

Exhibitors are invited to attend a recognition ceremony during the plenary session to acknowledge their support to the INTERPOL General Assembly.

The ceremony will be held on Thursday 24 October, at the Plenary room in the Centro de Convenciones. Full details including the exact time will be communicated in due course.

**SET UP AND DISMANTLING SCHEDULE**

Dates for set-up: 18 October, from 09.00 to 18.30 (tbc)

Saturday 19 October, from 09.00 to 12.00

Exhibition dates: 21 to 24 October, 2013

Dismantling: October 24, from 14.00 to 18.30 (tbc)

**PROCEDURE FOR ONLINE PRE-REGISTRATION**

**Pre-registration**

All members due to take part in the Exhibition held in the framework of the 82nd General Assembly in Cartagena, Colombia, MUST pre-register online at the following address:

<https://www.regonline.co.uk/Register/Checkin.aspx?EventID=1215920&lbrd=1&rtypeid=716294>

To pre-register, participants simply need to cut and paste the above link in the address bar of their internet browser and hit « enter ». They will be automatically directed to the online pre-registration form reserved for Exhibitors.   
The following access code: **exhib82ga62487** will be required to proceed with the pre-registration.

Please note that each Exhibitor could register a maximum of 8 persons and deadline is 20 September 2013.

**Exhibitors passes give access to the following:**

* Exhibition areas
* Lunch areas
* Coffee breaks (these will be served in the Exhibition area)
* Welcome Reception
* Gala dinner (maximum of 4 persons per exhibiting company)
* Recognition Ceremony for Exhibitors
* Social programme for Accompanying guests (for spouses or partners of participating exhibitors)

Please note that with the exception of the Recognition Ceremony for Exhibitors, Exhibitors are not admitted to the plenary conference hall.

**SELECTED HOTELS**

Should you wish to book accommodation at one of the selected hotels and benefit from the special conference room rates, please complete the required form (one form per room to be reserved) and send the duly completed form/s by e-mail or fax to the e-mail address or contact number specified on the form. Please not that deadline for Hotel bookings is 20 September 2013.

**Capilla del Mar**

Bocagrande, Carerra 1° N° 8-12

Cartagena de Indias (Colombia)

Website: www.capilladelmar.com

**Hotel Caribe**

Bocagrande, Carrera 1a, N° 287

Cartagena de Indias (Colombia)

Website: www.hotelcaribe.com

**Holiday Inn Cartagena Morros**

Anillo Vial. Carrera 9 N° 34 – 166

Cartagena de Indias (Colombia)

Website: [www.holidayinn.com](http://www.holidayinn.com)

