

# MEMORANDUM

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**To:** All Travelers

**From:** Diana Martino

**Subject:** Venue and Deadline for 133<sup>rd</sup> Regular Council Meeting

**Meeting Dates:** December 15-16, 2009

**Travel Dates:** December 14<sup>th</sup> and December 17<sup>th</sup>, 2009

**Venue:** El Conquistador Hotel

**Address:** 1000 El Conquistador Avenue, Fajardo, Puerto Rico 00738

**Telephone:** (888) 579-2701 or (888) 543-1282

**Rate:** \$169.00 (single/double) plus 11% tax and 14% Resort Fee per room per night, additional third person in room \$40.00.

**Dateline:** Please make your reservation **NO LATER** than November 14, 2009. The Council cannot be responsible for reservations at the special rate after this date.

**Additional Information:** **Reservations will be made by individual attendees. Please, when making your reservation identify yourself with the NOAA/Caribbean Council group (group code NOAA12).**

**Contact Person:** **If you need any additional information please contact Diana Martino at [diana\\_martino\\_cfm@yahoo.com](mailto:diana_martino_cfm@yahoo.com) or by telephone at (787) 766-5926.**