

MEMORANDUM

To: All Travelers

From: Diana Martino

Subject: Venue and Deadline for 148th Regular Council Meeting

Meeting Dates: December 11-12, 2013

Travel Dates: December 10th and December 13th, 2013

Venue: Wyndham Sugar Bay Resort and Spa

Address: 6500 Estate Smith Bay, St. Thomas, USVI 00802

Telephone: (340) 777-71000 – 1(800) 777-7200

Rate: \$139.00 plus 10% Government tax, \$30.00 Resort Service fee and \$3.00 Mandatory Housekeeping Gratuity fee per room per night. \$109.00 additional if you want to add the all inclusive option.

Dateline: **Please make your reservation NO LATER than November 27, 2013. The Council cannot be responsible for reservations at the special rate after this date. Any cost over the special rate after the cut-off date will be the responsibility of the traveler.**

Additional Information: **Reservations will be made by individual attendees. Please, when making your reservation identify yourself with the Caribbean Fishery Group for the group rate.**

All receipts (hotel, airfare, etc.) shall be attached to the travel voucher. No receipts will be accepted in person by staff members, except the Fiscal Officer.

Contact Person: **If you need any additional information please contact Diana Martino at diana_martino_cfmc@yahoo.com or by telephone at (787) 766-5926.**