

ATRN LOGISTICAL NOTE 2018



AFRICAN TAX RESEARCH NETWORK (ATRN)

4th Annual Congress

*The role of the social and political environment in strengthening tax systems in Africa:
Solutions to Tax Collection*

AL AKHAWAYN CONFERENCE CENTRE, IFRANE, MOROCCO
10 – 12 SEPTEMBER 2018

LOGISTICAL NOTE

This communication is intended for all prospective delegates and participants and to provide information regarding:

1. DATE AND VENUE

The 4th Annual ATRN Congress is scheduled to be hosted by the African Tax Administration Forum (ATAF) in conjunction with the General Tax Administration of Morocco, from **10-12 September 2018** at the **Al Akhawayn Conference Centre (AUI CC)** in **Ifrane, Morocco**.

2. PARTICIPATION

Each delegate who wishes to participate must complete a registration with his or her complete details on the ATRN website <http://atrnafrica.org/members/register.php>.

ONLY once you have registered, will you be eligible to benefit from the preferential rates for accommodation, transport and congress.

3. ENTRY INTO MOROCCO

Visas for travellers visiting Morocco must be obtained prior to entry into Morocco. You are kindly reminded to verify the specific requirements (including transit visa) when travelling to Morocco. Ensure that your application is done well in advance at the appropriate representation (Embassy and/or Consulate). *A list of Moroccan embassies and representation is available to download on the website.*

- In addition, you may be required to show proof of accommodation and return flight ticket for the duration of your stay.
- You will be provided with an official invitation letter *once you have paid your registration fees.*

4. TRANSPORTATION

Delegates are reminded that they need to make their own local transportation bookings.

In addition to airport transfers, special rates have also been negotiated for delegate's personal daily transport requirements during the course of the event.

Transportation:

Destination	Type	Rate/per van/per car - one-way trip	Total in USD	Total in EUR
From Casablanca Airport (approximately 3,5-hour drive to Ifrane)	Car	MAD 1 650	\$ 176,47	149,19 €
From Casablanca Airport (approximately 3,5-hour drive to Ifrane)	Van	MAD 3 300	\$ 352,94	298,39 €
From Rabat Airport (approximately 2-hour drive to Ifrane)	Car	MAD 1 000	\$ 106,95	90,42 €
From Rabat Airport (approximately 2-hour drive to Ifrane)	Van	MAD 2 000	\$ 213,90	180,84 €
From Fez Airport (approximately 70 km drive to Ifrane)	Car	MAD 300	\$ 32,09	27,13 €
From Fez Airport (approximately 70 km drive to Ifrane)	Van	MAD 600	\$ 64,17	54,25 €
Local shuttle	Van	MAD 500	\$ 53,48	45,21 €

Taxi: 6 Pax maximum

	Rate/per van/per car (in MAD) - one-way trip	Total in USD
Casablanca Airport (approximately 3,5-hour drive to Ifrane)	MAD 1 300	\$ 139,04
Rabat Airport (approximately 2-hour drive to Ifrane)	MAD 800	\$ 85,56
Fez Airport (approximately 70 km drive to Ifrane)	MAD 300	\$ 32,09

NOTE:

- ***The above rates in USD and EUR may change slightly in line with the exchange rate***
- **PLEASE USE THE AL AKHAWAYN CONFERENCE CENTRE (AUI CC) CONTACT DETAILS BELOW TO BOOK YOUR TRANSPORT**
- Bookings by delegates should be made at least 3 days before arrival, with their confirmed flight details
- Payments should be done by delegates either via credit card or cash **directly to the AUI CC**
- After AUI CC has completed the scheduling of arrivals and departures, they will advise each delegate of the exact price to pay for transport
- Please ensure you have received your scheduled pick up points and times from the transport provider
- To access these special negotiated rates for any transport during your visit to Ifrane, **please use the reference code ATAF2018.**

Arrival and departure transportation will be made available according to your booking.

Upon arrival at the relevant airport in Morocco, participants are requested to find the **Congress Banner (see below)** **outside the airport**, from where they will be collected for transport from the airport to the relevant hotels.



5. CONGRES VENUE

The 4th Annual ATRN Congress will be hosted at the **Al Akhawayn Conference Centre** in Ifrane, Morocco.

6. Accommodation

Preferential rates have been secured for delegates in 3 locations: **1) the Al Akhawayn Conference Centre (AUI CC), 2) the Executive Education Centre and 3) Ifrane Sequoia Hotel**

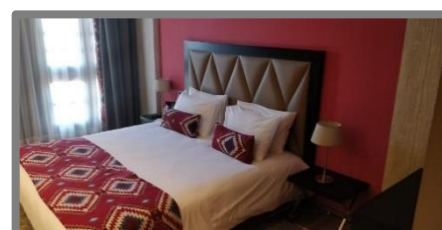
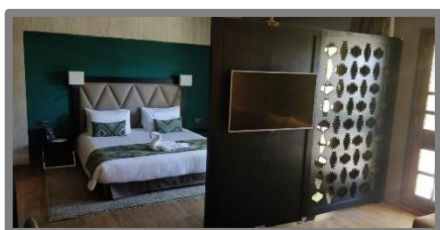
Delegates are encouraged to make use of the block bookings at these hotels **before 31 August 2018**. Rooms not taken up by this date will be released where after bookings will be based on availability (at the preferential rates) provided the **relevant reference code** is mentioned when making the booking.

Delegates and participants are requested to make their own reservations directly with the AUI CC.

1. Al Akhawayn Conference Centre (AUI CC)

Ifrane, Morocco

<http://www.aui.ma/acc-brochure.pdf>



Room category	Rate per night/per person MAD	Rate per night/per person USD	Meal Plan
Single Room	490	52,41	Breakfast included
Large Room	640	68,45	Breakfast included
Deluxe Room	690	73,80	Breakfast included
Suite Room	1240	132,62	Breakfast included

2. Executive Education Centre

Ifrane, Morocco



Room category	Rate per night/per person MAD	Rate per night/per person USD	Meal Plan
Single Room	340	36,36	Breakfast included

3. Ifrane Sequoia Hotel

Ifrane, Morocco

<https://www.facebook.com/sequoiaRAM>

Room category	Rate per night/per person MAD	Rate per night/per person USD	Meal Plan
Apartments with 1 bedroom, living room, Bath and kitchen	400	42,78	Breakfast excluded
Apartments with 2 bedrooms, living room, Bath and kitchen	600	64,17	Breakfast excluded
Breakfast	50	5,35	

Quote the reference code ATAF2018 to access the special rates.

When making a reservation direct your query to:

Mr. Younes Hatmi Email: accresa@au.ma Phone number: +212 641 51 75 24	Mr. Hamid Ziat Email: accresa@au.ma Phone number: +212 661 39 62 74	Ms. Nada Chra Email: accresa@au.ma Phone number: +212 661 66 24 75	Mr. Hicham Hafid Email: accresa@au.ma Phone number: +212 661 32 39 49
From: July 26th to August 15th (Shift from 08:30AM, to 05:30PM)	From: 15 to 31 August (Shift from 08:30AM, to 05:30PM)	<i>For emergencies only</i>	<i>For emergencies only</i>

N.B.

- *For payment, to be made online or by transfer, details and contact details will be communicated to the participants at the time of booking.*
- *Bookings will be taken at a first-come-first-serve basis. We therefore urge you to make your booking as soon as possible.*
- *Cancellations will be subject to the cancellation policy of the AUI CC.*
- *The above rates in USD may change slightly in line with the exchange rate*

7. COSTS AND SOCIAL ACTIVITIES

All participants are to cover their own costs of attending the Congress i.e. flights, accommodation, and any other incidentals.

All local transportation will be for participants' own account and they are encouraged to make use of the special negotiated rates mentioned above.

Lunch and coffee breaks will be provided in accordance with the sessions you will attend during the congress.

A **Welcome Cocktail** will take place on the evening of 09 September while a **Gala dinner** will be hosted by the DGI on the evening of 12 September. *(More information will follow closer to the Congress date)*

The DGI of Morocco will arrange a **networking event** for 11 September: a **visit to the city of Fez**. Please remember to **indicate your participation in the excursion on the online registration form**.

8. CONGRESS CANCELLATION POLICY:

1. *Cancellations received by e-mail to atrncongress@ataftax.org before **20 August 2018** will incur a **20% cancellation** charge.*
2. *Cancellations received **from 21 August 2018** onwards will incur a **100% cancellation** penalty.*

All submission, registration and other enquiries related to 4th ATRN Annual Congress may be addressed to:

Congress Organisers Email: ATRNCongress@ataftax.org Telephone: +27 12 451 8820	For emergencies during your stay in Ifrane, Morocco DGI Morocco – Mr Fahd Loubaris +212 660 403 969
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