

LOGISTICAL INFORMATION

African
Union



Registration information

All who wish to attend the congress , either in-person or virtually, must register and pay the registration fees via the congress registration page.

Registration fees for physical and virtual participation will differ.

Congress registration and payment method

Online by card

The fastest method of registering for the congress is by paying online by credit card. We accept the following cards.

- Visa
- Mastercard
- American Express

Bank Transfer method.

For Local Participant (Ethiopian)

Payment can be made through:

1. Bank Transfer

Account Name: Romhay Travel and Events

Account No:1331816324312012

Bank Name: Hibret Bank kebena branch

Please write a remark "REGISTRATION FEE FOR 4TH AAPHCE"

Please print and keep the notification of payment made as proof of payment. Scan and email the proof of payment as soon as possible to the secretariat at postharvest@aaphce.com. Failure to do so will result in your name being not listed as presenter/participants.

2. Bank Transfer (international)

Transfer should be made to the following account:

Account Name: ROMHAY TRAVEL AND EVENT ORGANIZERS LTD

Account No.: 3441000595882

Bank Name: Ecobank Ghana LTD

Swift Code: ECOCGHAC

Please write a remark "REGISTRATION FEE FOR 4TH AAPHCE "

Please forward a scanned copy of the Bank Transfer receipt to Secretariat at postharvest@aaphce.com for us to verify the transaction. Please kindly write down the participant's name, date and time of the transfer and country and city of origin.

Note: All the fees are exclusive of bank and service charges.

Travel to the venue

All participants are expected to arrange their own flight tickets to travel to the congress.

We are pleased to announce that our airline partners, Kenya Airways and Ethiopian Airlines, are offering discounts to participants attending the congress.

Kenya Airways is offering a 25% discount to participants attending the congress. Please use the following link to book your ticket: <https://www.kenya-airways.com/>

- Apply Promo code: APCE23
- Discount 25% off the base fare
- Sales Period Until 14 Sep
- Travel Period 14th – 30th Sep
- Applicable on Kenya Airways operating flights only
- Terms and Conditions apply

Ethiopian Airlines is offering a 12% discount to participants attending the congress. Please visit <https://www.ethiopianairlines.com/> and use the promo code AAP23.

Note: Ethiopian airline booking conditions:

- Fare is valid for participants of 4TH AAPHCE
- Discount shall apply on ET operated sector only
- This discount is applicable on all fare basis except promotional fares
- Fare is net to ET, Non-Commissionable
- Passenger should present letter of invitation or other document which shows he/she is a participant of this event and Copy of letter should be retained at ticket issuing Office and be sent to ET finance office up on request
- No additional discount applies including CHD, and INF
- Fares can only be sold at ET office and online
- All other rules and conditions other than stated in this contract and previously approved for the respective fare used shall apply

Sales Restrictions

- * Fare discount is valid for sales till September 22 ,2023

Travel Restrictions

- * Travel Validity: September 09 -September 30 ,2023

All other rules and conditions shall apply per system.

A dedicated welcome desk with 4th AAPHCE sign will be established at arrival hall to assist participants on arrival at the Bole international airport.

A shuttle service will be provided from the selected hotels to the congress venue.

Travel document -visa

We will provide the necessary supporting documents on your request for the application of your entry visa to Ethiopia

Please refer the following requirements for Ethiopian e-VISA

- Nationals of African States who cannot make e-Visa payment online can apply online and make the payment on arrival at Addis Ababa Bole International Airport in cash.
- Please carefully read and comply to the important notices and guidelines stated in each step of the application form.
- The validity of Ethiopian e-Visa starts from the date you intend to enter Ethiopia not from date of issue.
- Your passport must be valid for at least 6 months from the date you intend to enter Ethiopia.
- e-Visa application fees are not refundable

Workshop/Conference Visa - CV

A conference visa is issued to those who wish to visit Ethiopia for International conferences provided that they have an invitation to the conference, seminar or workshop being organized in Ethiopia by a Ministry or Department of the Government of Federal Democratic Republic of Ethiopia, Regional State Governments, Educational Institutions and Universities or organizations owned by the private sector or by the Government of Ethiopia, United Nations or its specialized agencies, African Union or reputed NGOs.

Requirements

- Recent passport-size photo, copy of passport of the applicant
- Passport of the visa applicant which is valid for at least 6 months from the intended date of entry to Ethiopia.
- Invitation letter

Accommodation

Please find below the reservation link and email for a selection of negotiated hotels around the Africa Union Commission.

Hotel Names	Email or reservation link	Price Range
Hilton hotel	https://eventsathilton.com/show/64ae780359852697b6b50b2b	\$90-\$110
Jupiter international hotel	romhayevents@gmail.com	\$70-\$100
Getfam hotel	eluyibe@gmail.com	\$70-\$100
Capital hotel and spa	tgirma@capitalhotelandspa.com	\$100-\$110
Ethiopia hotel	eluyibe@gmail.com	\$50-\$65
New day hotel	http://www.newdayhotels.com/	\$45-\$65
Tolip Olympia hotel	http://www.tolipolympiahotel.com/	\$50-\$90
Deliopol international hotel	eluyibe@gmail.com	\$75-\$90
Sapphire hotel	eluyibe@gmail.com	\$70-\$100
Corta international hotel	http://www.cortahotel.com.et	\$40-\$70
Park lane Addis hotel	http://www.parklaneaddishotel.com/	\$35-\$65
Dreamliner hotel	http://www.reservation@dreamlinerhotel.com	\$50-\$70
Union hotel apartment	http://www.unionhotelet.com/	\$45-\$90
Daisy hotel	http://www.resarvation@daisyhoteladdis.com	\$50-\$140
Aphrodite international hotel	eluyibe@gmail.com	\$70-\$80
Andromeda hotel	eluyibe@gmail.com	\$50-\$65