



**General Information Memorandum
Seminar
The Role of Administrative Law in Utility Regulation**

**Nassau, Bahamas
23-25 June 2004**

Introduction

The Administrative Law Seminar is co-hosted by the Public Utilities Commission in The Bahamas and the National Association of Regulatory Utility Commissioners (NARUC) with sponsorship from the U.S. Agency for International Development (USAID). The objective of the seminar is to heighten the awareness of issues and decisions that have been delivered in the various Caribbean jurisdictions relating to utility regulation. Regulatory Commissioners from the United States will also share their experiences.

Venue and Accommodation

British Colonial Hilton Nassau
No. 1 Bay Street
P.O. Box N-7148
Nassau, Bahamas
Tel: 242-322-3301 Fax: 242-302-9009
www.nassau.hilton.com

The special hotel room rates are:

Single occupancy is US\$139.35 per night
Double occupancy is US\$149.90 per night

The hotel room rates include service charges and taxes.

OOCUR will provide a subsidy of US\$25 per night towards the hotel rates for OOCUR member commissioners and employees.

Hotel Reservation forms should be faxed to the reservation office at the British Colonial Hilton Nassau at 242-302-9009. A copy of the hotel reservation form should also be forwarded to Ms. Rita Persaud-Kong and Ms. Karen Rigby. Rooms not reserved by June

14, 2004 shall be released for resale and delegate reservations accepted on a first-come first-serve basis, at the prevailing rate at the time.

The hotel will send you confirmation of the reservation. The hotel will accept major credit cards, travelers' cheques and US currency. Cancellation of the reservation must be made at least 24 hours in advance or one (1) night's accommodation will be charged.

Registration

The registration form should be completed and returned via fax or email to Ms. Karen Rigby, PUC with a copy to Ms. Rita Persaud-Kong by **June 4, 2004**.

The registration fees are as follows:

OOCUR member commissioners and employees - US\$150

Non-OOCUR member participant - US\$250

Registration Fee is waived for Presenters

Registration fees can be paid at registration at the seminar. Bank drafts, travelers' cheques and cash (as a last resort) will be accepted at the seminar.

The registration fee includes:

- Welcome Reception
- Three continental breakfasts (morning coffee break)
- Three luncheons
- Three coffee breaks
- Copy of Seminar material
- Free Parking

Late registration will be accepted however a late fee of US\$50 will be applied.

Transportation

Roundtrip transportation will be provided for participants from the airport to the hotel.

Currency

US or Bahamian dollars (US\$1=B\$1) can be used to make purchases.

Visas

A visa is not needed for visitors coming from Caricom member countries, the USA, Canada and the UK to The Bahamas. Other nationals should contact the local Bahamian Embassy or Consulate office for more information.

Coordination of the Seminar

The coordinators of the Seminar are Ms. Rita Persaud-Kong, Secretary General, OOCUR and Ms. Karen Rigby, Manager/Administration, PUC, Bahamas.

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