



## CONVENTION GUIDE

### GENERAL INFORMATION

- Event: **LLPDCPI 29<sup>th</sup> Annual National Convention**  
Theme: Strengthening Capabilities and Alliances of Planning Practitioners for Inclusive, Resilient and Sustainable Development  
Date: **June 18-22, 2018**  
Venue: **Almont Inland Hotel & Resort, Butuan City**  
Host: League of Local Planning and Development Coordinators, Caraga Chapter  
Contacts: Gaudencio S. Macabales, Jr. LLPDC-Caraga President (09123836233)  
Engr. Antenedo Milloren, LLPDC-Caraga Secretary  
Engr. Manuel B. Foronda, LLPDC-Caraga Asst. Secretary (0998 5715733)  
Mr. Noel Cuartero, LLPDC-Caraga Treasurer  
Engr. Cynthia Lumanta-LLPDC-Caraga Asst. Treasurer (09985590669)
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FB Page: **LLPDCPI-Caraga Chapter**

### REGISTRATION

- Registration fee is Ten Thousand Pesos (Php **10,000.00**) **per participant**
- We **encourage early registration and confirmation** to prioritize room assignments. Basis of confirmation is the duly accomplished Confirmation Sheet (herewith attached) and Proof of payment submitted to the Secretariat either through email or messenger, on or before **May 15, 2018**.
- Inclusions of the registration fee
  - Cost of **accommodation** of five days and four nights of June 18-22, 2018
  - Cost of **meals and snacks** for the duration of the event, June 18-22, 2018
  - Convention materials, activity kits, and paraphernalia
  - Tour/Site Visit (within Butuan City)

**Activity Kit and Meal tickets** will be issued during registration. The corresponding meal ticket will be collected before each meal is served. **NO MEAL TICKET, NO MEAL** policy will be strictly imposed. Once issued and duly accepted, these items are irreplaceable in case of loss.



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## **BILLETING**

- Participants will be billeted at Almont Inland Resort on a first come, first served basis. Those participants who cannot be accommodated in the venue will be billeted in other hotels. No live-out registration will be considered should the participant opt not to sleep over in the designated hotels.
- Any room accommodation prior and beyond the scheduled convention dates shall be charged against the personal account of the participants or those concerned.
- A room admission slip, which will be presented to the Resort management for the assigned room, will be issued by the Secretariat upon presentation of the registration OR.
- All other expenses such as use of telephone, laundry service, drinks, extra orders, lost key/s or non-expendable supplies, and any other personal expenses not included in the registration fee shall be shouldered by the concerned participant, and be settled accordingly to the resort management.

## **TRANSPORTATION**

- Butuan City can be reached by plane from Cebu City or Manila. There are numerous flights daily via Philippine Airlines and Cebu Pacific Air(CebGo). Boat is also available from Cebu City to Nasipit. It can also be reached by bus from any point of the Country.
- Multicabs ply from Butuan City Airport to the city proper and vice-versa. Fare rate of multicabs is 20 pesos. Tricycles also ply within the city proper.

## **OTHERS**

- Certificate of Participation and Appearance will be issued at the Convention Hall during the Closing Ceremony.
- Please join our social media facebook group [LLPDCPI-Caraga Chapter](#) for advisories, updates and other information releases.



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