



## INFORMATION NOTE: CBU 55<sup>TH</sup> ANNUAL GENERAL ASSEMBLY

**WHEN** The CBU 55<sup>th</sup> Annual General Assembly take place from **Sunday, August 11, to Wednesday August 14, 2024**

**WHERE** Conference sessions will be held at the **Naia Resort and Spa in Placencia, Belize.**

**AGA REGISTRATION** Registration is being conducted **online** at  
<https://ticketnation.nuwebgroup.com/events/73234>

NON-MEMBER	CBU MEMBER	STUDENT (Conference Day only)	SPONSOR/PARTNER/EXHIBITOR	NGC 35 <sup>TH</sup> ENTRANT (Non-member)	CMA (Non-member)	PRESENTER/SPECIAL GUEST
<input type="checkbox"/> USD 300	<input type="checkbox"/> USD 150	<input type="checkbox"/> FREE	<input type="checkbox"/> FREE	<input type="checkbox"/> FREE	<input type="checkbox"/> FREE	<input type="checkbox"/> FREE

**SCHEDULE** The AGA will consist of four (4) days of activities:

**SUNDAY AUG 11** **Delegates Tour – Compliments of the Belize Tourism Authority**  
7:00 AM – 4:00 PM

**Exhibitors' Showcase – 6.00 PM**

**MONDAY AUG 12:** **Board of Directors – Closed Meeting 9.00 AM**

**Opening Ceremony and Hall of Fame Induction 7:00 PM**

**TUESDAY AUG 13:** **Conference Day 9.00 AM – 4.00 PM**

**Pre-Gala Cocktails 6:00 PM**

**Caribbean Media Awards Gala 7:00 PM**

**WEDNESDAY AUG 14:** **AGA Plenary CBU Members' Only 9.00 AM – 3.00 PM**

**Closing Cocktails 6:00 PM**

**CBU 55<sup>th</sup> ANNUAL GENERAL ASSEMBLY AUG 11 – 14, 2024**  
**DELEGATES INFORMATION NOTE**

## ACCOMMODATION

The Secretariat has made a block reservation at the **Naia Resort and Spa** at a preferential room rate for AGA 55 delegates.

To make bookings at the **special AGA delegates' rate** use the discount code **CBU2024**.

**Room availability is limited** so delegates are encouraged to **book early by contacting directly Ms Rosemary Salam 1 501 615-6004 [reservations@naiaresortandspa.com](mailto:reservations@naiaresortandspa.com)**

The hotel address is Mile 17.5 Placencia Peninsula Road, Stann Creek District, Belize  
Telephone: 011-501-523-4600  
Toll Free: 1- 877-744-9091

Email: [reservations@naiaresortandspa.com](mailto:reservations@naiaresortandspa.com)

Website: [www.naiaresortandspa.com](http://www.naiaresortandspa.com)

Check in is from 17:00 hrs. and check-out is before 13:00 hrs.

The Naia Resort and Spa is approximately 2 and a half hours drive away from the Philip SW Goldson International Airport.

Hotel facilities are accessible to wheelchairs. Fully adapted accommodation for disabled persons is limited. For any special needs – including dietary requirements - please inform the Hotel accordingly.

CBU AGA delegates will receive complimentary wireless internet in all rooms.

## TRAVEL ARRANGEMENTS

You should plan your travel to arrive in Belize in time for the Delegates Tour which starts at 07:00 am on Sunday August 11, 2024.

Information about airlines travelling to Belize can be obtained from the link below:

- <https://www.travelbelize.org/getting-here/>

## TRANSFERS ON ARRIVAL

**Ground transportation** from the Philip SW Goldson International Airport to the hotel is provided **free of cost** by CBU on condition of **registering no later than July 31, 2024**.

**Delegates who prefer to travel by air from the international airport to the local airport can request free transfers from the Placencia airport to the hotel, if they are staying at the Naia Resort and Spa.**

### ARRIVING BY AIR:

In case of need upon arrival, the Information Desk at the airport will be able to assist you. The Information Desk is located in the Arrival Lounge of the Airport.

## VISA GUIDANCE

It is important that participants check passport and visa requirements for Belize in due time before departure.

**CARICOM passport holders are NOT subject to the visa obligations** to enter Belize. Delegates who are **NOT CARICOM passport holders** may be subject to visa obligations. Send a scanned copy of your national passport to [info@caribroadcastunion.org](mailto:info@caribroadcastunion.org) **no later than June 28, 2024**, for preparation of an invitation letter to ease your visa release process.

More information is available on the website of the Government of Belize Immigration Department [here](#).

## TIPPING

Tipping in Belize is generally not required, but it is appreciated in restaurants and cafés. Taxis: Are widely available.

## BUSINESS HOURS

**Shops:** Monday thru Friday from 9:00 am to 5:00pm hrs; mostly closed on Sundays.

**Banks:** Monday thru Friday from 8:00 am to 3:00pm closed on weekends.

**ATMs:** widely available.

## WEATHER & TIME ZONE

Belize has tropical weather. Temperatures are uniformly high as is the relative humidity. The average early morning minimum is 25 C and the afternoon maximum 31 C. Kindly note however that meeting rooms are air conditioned and colder.

Belize is in the GMT Standard Time zone (GMT/UTC 6)

## MEETING ATTIRE

Business wear suitable for a tropical climate is appropriate. However, conference rooms will be air-conditioned, and delegates should dress appropriately for these sessions.

## USEFUL CONTACTS

For any further assistance regarding administrative and logistical arrangements for this workshop, please contact:

### **CBU Secretariat**

Tel: 1 246 4301007

Email: [info@caribroadcastunion.org](mailto:info@caribroadcastunion.org)

### **Annual General Assembly Local Organising Committee Secretariat**

The LOC Secretariat will begin operation on Saturday August 10, 2024. Contact information will be provided closer to that date.