



**Media Registration Guideline for
the 14th Asian Cooperation Dialogue (ACD) Ministerial Meeting**

8-10 March 2016, Siam Kempinski Hotel, Bangkok

1. **Registration:** Kindly be informed that registration form for the 14th ACD Ministerial Meeting can be downloaded at www.registeracd2016.com. Completed registration form, including (1) a photocopy of Passport, (2) a photocopy of Media Identification card, (3) recent Photo (2 inches, digital format) are to be sent by email to acdbkkmedia2016@gmail.com or fax at (+66) 2643 5106 from 1 – 23 February 2016. Confirmation email will be sent after successful registration.
2. **Press Centre:** Press Centre will be located at the Business Centre, 2nd floor, Siam Kempinski Hotel. The Centre will be available from 9 – 10 March 2016, 8.00 – 18.00 hrs.
3. **Media Badge:** Registered media must bring a confirmation email and identification document to collect media badge at the Press Centre from 9 March 2016, 08.00 hrs. onward. For security reasons, media badge should be worn at all time in the meeting area.
4. Further inquiries can be directed to:

**Press Division, Department of Information,
Ministry of Foreign Affairs.**

Tel. (+66)2-203-5000 ext. 22024, 22025

Fax (+66)2-643-5232

Email: mfathai.media@gmail.com

**Press Division, Department of Information
Ministry of Foreign Affairs**