

Evaluation  
Week  
2015



**UNEG**  
United Nations Evaluation Group

# Logistical Information

## UNEG 2015 Evaluation Week

**Dates:** 9 - 13 March 2015

**Location:** United Nations Headquarters, New York, U.S.A

**Host agencies:** DGACM DPKO OIOS PBSO UNCDF UNDESA  
UNDP UNDPI UNFPA UNICEF UN-Women

**Please note that text highlighted in yellow includes new information added since the Feb 10 logistics note.**

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**DISCLAIMER:** *Restaurant and hotel lists provided below do not constitute endorsement of, or an approval by, the United Nations. They are for informational purposes only.*

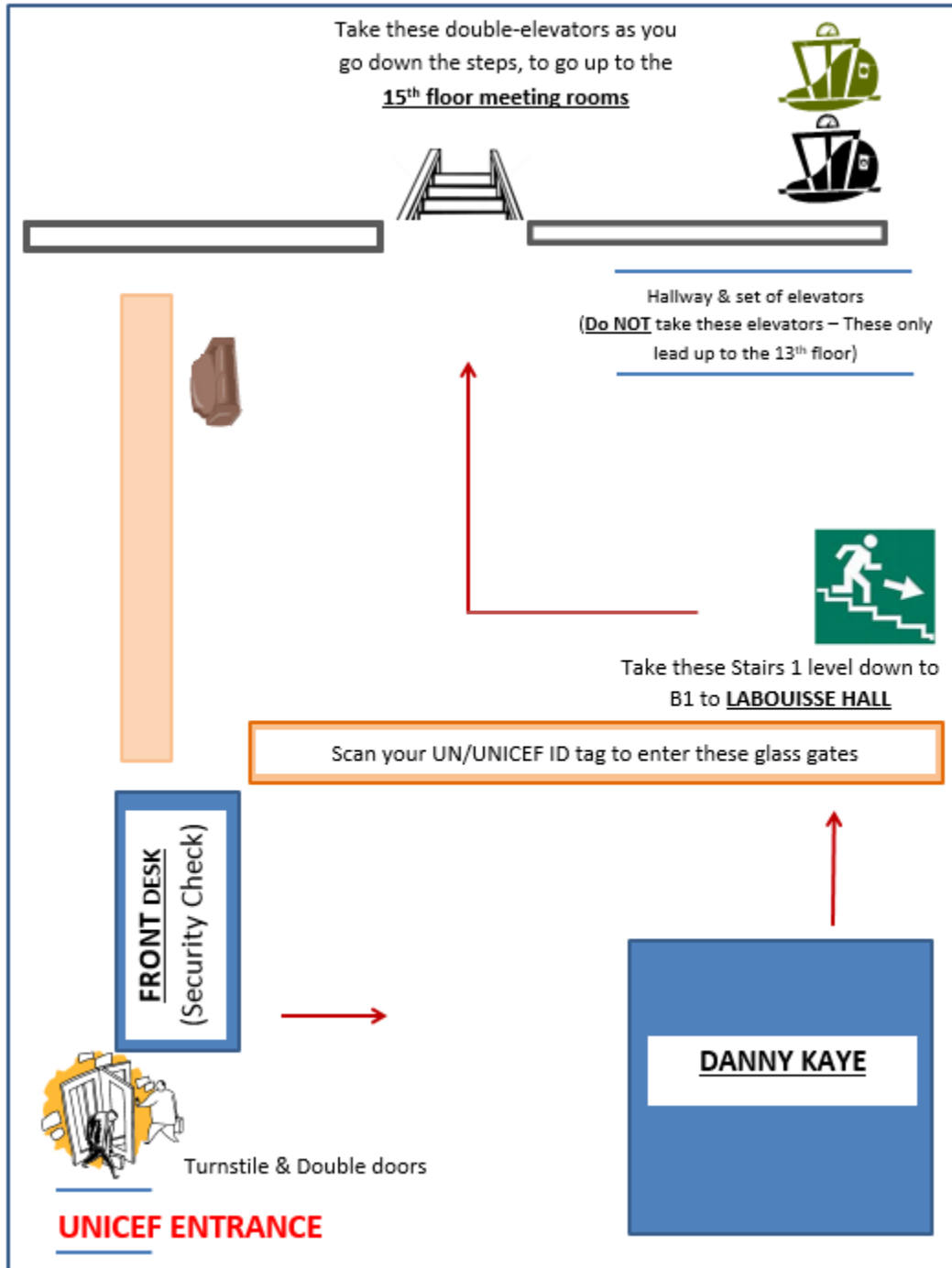
## MEETING INFORMATION

The **UNEG 2015 Evaluation week** will be held on **09 March to 13 March 2015** at the United Nations Headquarters in New York.

EVENT	DATE	TIME	VENUE
<b>Annual General Meeting (AGM)</b>	09 March 10 March 11 March 11 March 12 March	9:00 am to 12:30 pm (Open Session) 9:00 am to 5:00 pm (Open Session) 9:00 am to 12:00 pm (Open Session) 2:00 pm to 5:00 pm (Closed Session)* 9:00 am to 12:00 pm (Closed Session)	<p style="text-align: center;"><u>UN Secretariat Building</u> 1<sup>st</sup> Ave &amp; 42<sup>nd</sup> Street 27<sup>th</sup> Floor Room S-2727 &amp; 2726* New York, NY 10017</p> <p style="text-align: center;">* 11 March afternoon session will take place in the Orange Café Room (5th floor), UNFPA, 605 Third Ave. (between 39th and 40th st.), NY, NY 10017</p>
<b>High-level Panel (HLP)</b>	09 March	3:00 pm to 5:00 pm	<p style="text-align: center;"><u>Ford Foundation Auditorium</u> 320 East 43<sup>rd</sup> Street bet 1<sup>st</sup> &amp; 2<sup>nd</sup> Aves New York, NY 10017</p>
<b>Evaluation Practice Exchange (EPE)</b>	11 March 12 March 13 March	2:00pm to 5:30pm 9:00 am to 5:30 pm 9:00 am to 5:30 pm	<p style="text-align: center;"><u>UNICEF House Labouisse Hall</u> Danny Kaye Centre and 15<sup>th</sup> Floor Meeting Rooms 3 United Nations Plaza 44<sup>th</sup> Street bet 1<sup>st</sup> &amp; 2<sup>nd</sup> Aves New York, NY 10017</p>

*\* Main AGM activities will be held in Rooms S-2727 & S-2726 (combined room) except the afternoon of 11 March. On 10 March morning, the AGM meeting may take place in S-2727 alone. Breakout groups will meet in Rooms S-2722 & S-2723.*

**Evaluation Practice Exchange (EPE) – UNICEF House Map**  
(15<sup>th</sup> Floor Meeting Rooms, Labouisse Hall and Danny Kaye Centre)



**AGM:** The Heads of evaluation units that are members of UNEG meet each year at its Annual General Meeting (AGM) to review progress and results of the work programme and decide on strategies and work areas for the following years. The objectives of the 2015 AGM are as follows: To discuss the implementation of the work plan 2014-2015; To decide on the way forward

- *Who can attend?*

**March 9<sup>th</sup> to 11<sup>th</sup> (Open Sessions): UNEG Heads, Observers, staff members from UNEG member agencies, and invited partners**

**March 11<sup>th</sup> and 12<sup>th</sup> (Closed Sessions): UNEG Heads or Designated representative, one representative per agency**

**HLP:** The High-level Event “Bridge to a Better World – Evaluation at the Service of the Post-2015 Agenda” will explore how building evaluation capacities can empower countries to put in place development policies and programmes which are appropriate, effective and responsive to the needs of their citizens; and, in turn, how stronger national evaluation systems can be a part of an inclusive, robust global accountability framework.

- *Who can attend?* **UNEG Heads, Observers, staff members from UNEG member agencies, and invited guests**

**EPE:** The UNEG Evaluation Practice Exchange (EPE) seminar is an informal forum for UNEG members to share their experiences on a range of topics.

- *Who can attend?* **UNEG Heads, Observers, staff members from UNEG member agencies, and invited partners**

## 2015 Evaluation week registration

Agencies interested in attending the UNEG 2015 Evaluation Week will need to confirm registration by sending a consolidated agency reply to the invitation email sent on Jan. 15<sup>th</sup> by Jin Zhang of the UNEG Secretariat. Participants will need to confirm which sessions they plan to attend, as indicated on the registration excel table. Event participants are asked to send the consolidated agency registration form to Serwah Asante of the UNEG Secretariat at [serwah.asante@undp.org](mailto:serwah.asante@undp.org) and [jin.zhang@undp.org](mailto:jin.zhang@undp.org) by Monday February 16, 2015.

For UNEG 2015 Evaluation Week information, including draft agenda, logistical note & general updates, please refer to the [UNEG 2015 Evaluation Week Event's Page](#).

## Badges and conference passes

Valid UNLP, UN New York Grounds Pass, and special conference passes are necessary to enter United Nations buildings.

**If you do not have a UN New York Ground Pass or a UNLP**, please contact Serwah Asante of the UNEG Secretariat at [serwah.asante@undp.org](mailto:serwah.asante@undp.org), no later than February 27<sup>th</sup> 2015 in order to arrange for conference passes.

## **Building access**

**Secretariat Rooms S-2727 & S-2726** (27<sup>th</sup> floor) in the UN Secretariat Building are located at The United Nations Headquarters on First Avenue between 42<sup>nd</sup> and 46<sup>th</sup> Streets.

For access to Secretariat Room S-2727/ 2726, you may access the Secretariat Building via 42<sup>nd</sup> Street and First Avenue if you hold a valid UNLP or a New York UN Ground pass (staff members only).

If you do not hold a valid UNLP or New York staff Ground Pass, you can pick up your temporary pass at the following places and time slots. Please enter the United Nations premises through the Visitor's Entrance located on First Avenue, between 45<sup>th</sup> and 46<sup>th</sup> Streets (via the security tent). A valid photo ID will be required (e.g. passport).

Temporary pass pick-up:

- **8:30am to 9am, Monday to Wednesday, 9-11 March**, outside of the UN Visitors' Entrance gate (1st Avenue between 45th and 46th street) since the UN does not open to the public until 9am. We will have a UNEG sign with us.
- **2:30pm to 3pm, Monday, 9 March, Ford Foundation lobby, 320 East 43rd St.** (between 1<sup>st</sup> & 2<sup>nd</sup> Aves)

The **Ford Foundation** is located at 320 East 43<sup>rd</sup> Street (bet 1<sup>st</sup> & 2<sup>nd</sup> Aves). The HLE & Chair's Reception will take place there. **We will have a registration table in the lobby of the Ford Foundation.**

The **UNICEF House** is located at Three United Nations Plaza, 44<sup>th</sup> Street (between 1<sup>st</sup> and 2<sup>nd</sup> Avenues). **If you do not have a New York UN Ground pass, please get a temporary pass at the front desk in the lobby of the UNICEF House - we already sent your names to the UNICEF security.**

## **Visa requirements**

Participants are responsible for obtaining the appropriate entry permit to the United States. They should contact, as early as possible, their own agency to receive the visa for official missions.

## Documentation

The UNEG 2015 Evaluation Week will adopt a paperless approach. Participants will have access to all documents and statements on the [UNEG 2015 Evaluation Week](#) website as they become available. We highly recommend that all participants prepare folders or save documents on their computers. WIFI connection will be provided in all meeting rooms and accessible with a password. Please consult this site regularly for any announcement concerning the meeting.

Please download the [AGM agenda](#) and the [EPE agenda](#) and you will find relevant documents attached inside. The [High-level Event agenda and concept note](#) are also available online.

## Reception(s), dinner and a guided tour

A social programme is available to all participants during the week. It includes 2 receptions and one self-pay dinner. Please let us know if there are any changes regarding your participation in the social programme **no later than Friday, 6 March** as we will need to adjust our catering head-count and reservation.

**UNEG Chair's Reception:** Monday 9 March, 5-6:30pm, Ford Foundation, following the High-level event

**Self-pay Dinner:** Wednesday 11 March, 7:15-9pm, Smörgås Chef at Scandinavia House (58 Park Avenue, between 37th & 38th Streets, New York, NY 10016). It will be \$65 per person, including tax and service charges. This will be a three-course dinner. Drinks are not included but may be purchased in addition during dinner. UNEG Secretariat (Serwah) will collect cash for the self-pay dinner on 9 and 10 March. If there are any changes regarding your participation, please let the UNEG Secretariat ([uneg.contact@undp.org](mailto:uneg.contact@undp.org)) know no later than Friday, 6 March.

**EPE Reception sponsored by UNICEF:** Thursday, 12 March, 5:30pm, Danny Kaye, UNICEF House

Please contact Serwah Asante of the UNEG Secretariat at [serwah.asante@undp.org](mailto:serwah.asante@undp.org) by February 27, 2015 to indicate any dietary restrictions.

Conference attendees may also book a guided UN tour - please bring your UN ID from your duty station. Please contact the UN Guided Tours Office at 212-963-8687 or [toursunhq@un.org](mailto:toursunhq@un.org). Note that the tour kiosk is located in the lobby of the UN Secretariat. UN staff members are entitled to a free guided tour. Non staff members may participate for a fee: USD 18 (adults), USD 9 (child), USD 11 (Student or Senior).

## Daylight Saving Time

Daylight saving time is always the second Sunday in March in the US, so for **2015 Daylight Saving Time begins on Sunday March 8 at 2 a.m.** When the clock strikes 2 a.m., it is moved forward to 3 a.m. for a majority of the United States, including New York City.

## Weather

Please check <http://www.weather.com/weather/today/1/10017:4:US> for weather forecast in New York.

## Contact information

If you have any questions regarding the UNEG 2015 Evaluation Week, please contact us at [serwah.asante@undp.org](mailto:serwah.asante@undp.org),



## Services at the UN Headquarters

### Banks

JP Morgan Chase Bank has a branch located at One United Nations Plaza, between 1<sup>st</sup> Avenue and 44<sup>th</sup> St (M-F: 8am to 6pm). There is an (Automated Teller Machine) ATM and foreign currency exchange at the bank.

UNFCU has a branch located on the 3<sup>rd</sup> Floor of Two UN Plaza (DC-2) – East 44<sup>th</sup> Street between 1<sup>st</sup> & 2<sup>nd</sup> Avenues. (M-F: 8am to 4pm). There are ATMs available on the Main Floor & Gift Center of the Secretariat Building as well as at 820 Second Avenue (bet 43<sup>rd</sup> & 44<sup>th</sup> Streets).

### Security

The United Nations Safety and Security Service operates on a 24-hour basis:  
Tel: 212 963 6666

The Security Operations Centre will take enquiries for **lost and found** items:  
Tel: 212 963 6666 [NLB, Room 01005].

*Participants are reminded not to leave briefcases or any valuable items unattended in conference rooms.*

### Medical services

Participants are responsible for making their own insurance arrangements, including life, health and other forms deemed appropriate. Make sure that your health insurance provider covers you during your stay.

Locations and working hours of the Medical Clinics at the UN Headquarters (for UN staff members):

- **Secretariat building**, Medical division 1<sup>st</sup> Avenue 46<sup>th</sup> Street, 5<sup>th</sup> floor  
Tel: 212 963 7090  
Monday to Friday: 9:00am – 4:30 pm  
Physicians available: 9:00am – 4:30 pm
- **DC1 Building**, One UN Plaza, 787 First Avenue, Room DC1-1190,  
Tel: 212 963 8990  
Monday to Friday: 9:00am – 4:00 pm
- **UNICEF House**, Three United Nations Plaza, 44<sup>th</sup> Street between 1<sup>st</sup> and 2<sup>nd</sup> Avenues. Room H-0545, Tel: 212 326 7541  
Monday to Friday: 9.00 a.m. to 5.00 p.m.

In case of an emergency within and outside normal working hours: call United Nations Fire and Safety Unit: Tel: 212 963 5555 or call 911.

### **Persons with disabilities**

The United Nations Headquarters is accessible to persons with disabilities. The United Nations provides wheelchairs, Braille documents or American Sign Language (ASL) upon request. Please contact your New York Office to discuss any specific requests.

### **Parking facilities**

Private parking garages are available from East 45<sup>th</sup> Street to East 49<sup>th</sup> Streets, between 1<sup>st</sup> and 2<sup>nd</sup> Avenues.

### **Bookstore**

The UN Bookstore is located in the United Nations Headquarters on 1<sup>st</sup> Avenue, between 45<sup>th</sup> and 46<sup>th</sup> Streets, entry via Visitor's Entrance, in the lower level (Monday to Friday from 9am to 5.30pm). You will find the latest UN publications and other international publications, as well children's books, posters and variety of gifts and souvenirs.

### **ICT services**

The United Nations provides areas with computers for UN staff members as well as wireless connection throughout Headquarters. The computer area is located in the UN Delegates' Lounge on the 2<sup>nd</sup> floor in the Conference Building. Note that a UN LP or staff Grounds Pass is required to access this area.

### **Postal services**

The UN Post Office is located in the United Nations Headquarters on 1<sup>st</sup> Avenue, between 45<sup>th</sup> and 46<sup>th</sup> Streets, entry via Visitor's Entrance, in the lower level near the Bookstore.

The US Post Office Grand Central Station is located 450 Lexington Avenue, between 44<sup>th</sup> and 45<sup>th</sup> Streets, from M-F: 7:30 a.m. to 9 p.m. and Saturday: 7:30a.m. to 1p.m.

## Travel agent

Participants can contact American Express if they need assistance with travel and hotel reservations as well as passport and visa matters. American Express, Tel: 1(877) 418-9652, outside the US: 1(336) 291-1394, Fax: 1(917) 967-9693 and Email: [unsec@aexp.com](mailto:unsec@aexp.com).

## UN Cafés

Cafés, located at the United Nations Headquarters, offer a selection of hot and cold beverages, sandwiches, salads, appetizers and main courses.

Vending machines with refreshments and snacks are located at various points throughout the premises.

Please note that the United Nations Headquarters has a strict policy and does not permit food and beverages inside conference rooms.

- **UN Secretariat Café**  
1<sup>st</sup> Avenue at 42<sup>nd</sup> Street, 1<sup>st</sup> Floor  
Hours: M-F: 8am - 4pm
- **Café Austria**  
North Lawn Building, 1<sup>st</sup> Avenue at 47<sup>th</sup> St, 2<sup>nd</sup> Floor  
Hours: M-F: 8am - 6pm
- **UNICEF Café**  
Three UN Plaza, 44<sup>th</sup> St between 1<sup>st</sup> and 2<sup>nd</sup> Avenue, 1<sup>st</sup> Floor  
Hours: M-F: 8:30am - 4:00pm

## NYC Dining

Restaurants are available within short walking distance of the United Nations. Kindly find below several websites to select restaurants in the Midtown area and other neighborhoods:

- MenuPages at [www.menupages.com](http://www.menupages.com)
- Open Table at [www.opentable.com](http://www.opentable.com)
- Zagat at [www.zagat.com](http://www.zagat.com)

Attached below is a non-exhaustive list of delicatessens and restaurants in the vicinity of the United Nations Headquarters:

### **Aburiya Kinnosuke (Japanese)**

213 E 45<sup>th</sup> St, bet. 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 867-5454

### **Ali Baba's Terrace (Turkish)**

862 2<sup>nd</sup> Avenue at 46<sup>th</sup> St  
(212) 888-8622

### **Dean's Family Style Restaurant and Pizzeria**

801 2<sup>nd</sup> Avenue between 42<sup>nd</sup> and 43<sup>rd</sup> St  
(212) 878-9600

### **Amish Market**

45<sup>th</sup> St. between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 370-1761

### **East Japanese Restaurant**

210 E 44<sup>th</sup> St, between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 687-5075

### **Garden Plaza**

303 E 44<sup>th</sup> St, between 1<sup>st</sup> and 2<sup>nd</sup> Avenue  
(212) 338-9604

### **Grand Central Oyster Bar**

98 E @ 42<sup>nd</sup> St at Grand Central Terminal. Enter @ Vanderbilt Ave. between 42<sup>nd</sup> and 43<sup>rd</sup> St  
(212) 490-6650

### **John's Coffee Shop**

823 2<sup>nd</sup> Avenue at 44<sup>th</sup> St  
(212) 867-4955

### **Phoenix Garden (Chinese)**

242 E. 40<sup>th</sup> St, between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 983-6666

### **Sophie's Cuban Cuisine**

369 Lexington Avenue, bet 40<sup>th</sup> & 41<sup>st</sup>  
(212) 922-3576

### **Sushi Yasuda (Japanese)**

204 E 43<sup>rd</sup> St, between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 972-1001

### **Shih Lee's Chinese Eatery**

311 W 45<sup>th</sup> St, between 1<sup>st</sup> and 2<sup>nd</sup> Avenue

### **Sparks Steak House**

210 E 46<sup>th</sup> St, between 2<sup>nd</sup> and 3<sup>rd</sup> Avenue  
(212) 687-4855

### **The Palm**

2<sup>nd</sup> Avenue, between 44<sup>th</sup> and 45<sup>th</sup> St  
(212) 687-2953

## GENERAL INFORMATION

### TRANSPORTATION

#### Local transportation

**Subway and buses** are a convenient way to get around the city. **Metro Card** valid for subway and bus can be purchased at subway stations. For further information, please refer to: [www.mta.info](http://www.mta.info).

- Single: trip fare is \$2.50
- 7-Day Metro Card costs \$30.00 (unlimited ride for one week for one person)

**Yellow Cab Taxis** are easily available around Manhattan. It is recommended to avoid taking taxis without meters, as they could charge exorbitant fares.

- Initial fare.....\$2.50
- Each 1/5 mile (4 blocks)....\$0.50
- Each 1 minute idle.....\$0.40
- Night surcharge.....\$0.50 (after 8:00 p.m. until 6:00 a.m.)
- Additional riders.....FREE

#### To reach UN Headquarters

- **Subway:** Number 4, 5, 6 or 7 trains to Grand Central Station; walk east to 1<sup>st</sup> Avenue.
- **Buses:** Coming from Lower Manhattan, M15 will stop on 1<sup>st</sup> Avenue in front of the United Nations. From Uptown, M15 will run on 2<sup>nd</sup> Avenue and stop on 46<sup>th</sup> Street and 42<sup>nd</sup>. M42 or M104 will both stop on 42<sup>nd</sup> and 1<sup>st</sup> Avenue in both directions.
- **New York City taxis** are available from any destination.



## Airport information

Three airports serve New York City:

- **John F. Kennedy International Airport** Tel: 1-718-244-4444  
 Located in Queens, New York, about 15 miles from Midtown Manhattan.
  - [AirTrain JFK](#)  
 Cost: \$7.50 (\$5 AirTrain Fare + \$2.50 Subway Fare)  
 Time: 55 minutes
  - [New York Airport Service Express Bus](#)  
 Cost: \$16  
 65 minutes (longer at peak hours)
  - [SuperShuttle Manhattan](#) Shared door to door minibus  
 Cost: \$20  
 Time: 45 - 75 minutes (depending on traffic)

- **Taxi**  
Cost: Flat rate \$52 plus tolls (\$4.80 each) + tip (10-15%)  
Time: 40 - 60 minutes (longer at peak hours)
  
- **LaGuardia Airport** Tel: 1-718-533-3400  
Located in Queens, about 8 miles from Midtown Manhattan.
  - [New York Airport Service Express Bus](#)  
Cost: \$14  
Time: 30 - 45 minutes (longer at peak hours)
  
  - [SuperShuttle Manhattan](#) Shared door to door minibus  
Cost: \$16  
Time: 45 - 75 minutes (depending on traffic)
  
  - **Taxi**  
Cost: Flat rate \$21 - \$30 plus tolls (\$4.80 each) + tips (10-15%)  
Time: 20 - 30 minutes (longer at peak hours)
  
- **Newark International Airport** Tel: 1-973-961-6000  
Located in New Jersey, about 16 miles from Midtown Manhattan.
  - [AirTrain Newark](#)  
Cost: \$12.50 (\$5.50 AirTrain Fare + \$7.00 NJ Transit Fare)  
Time: 40 minutes
  
  - [Olympia Airport Express](#)  
Cost: \$16 one-way and \$28 round trip  
Time: 30 - 60 minutes (longer at peak hours)
  
  - [SuperShuttle Manhattan](#) Shared door to door minibus  
Cost: \$21  
Time: 30 - 60 minutes (depending on traffic)
  
  - **Taxi**  
Cost: Flat rate \$50 - \$70 plus tolls (\$9.75 each) + tips (10-15%)  
Time: 40 minutes (longer at peak hours)

## USEFUL INFORMATION

### Currency

For the exchange rate between US dollar and your currency, please refer to: [www.xe.com](http://www.xe.com)

### New York Attractions

Things to do (museums, events, musicals etc.)

UN Guided Tour (\$16 or free with valid UN ID) – To schedule a tour, please contact Marc Nelles at [unitg@un.org](mailto:unitg@un.org) or at 212-963-4440.

The Ride Bus Tour (\$64-74) - <http://www.experiencetheride.com/nyc/>

[www.gonyc.about.com](http://www.gonyc.about.com);

[www.timeout.com](http://www.timeout.com);

[www.nycgo.com](http://www.nycgo.com);

[www.time.com](http://www.time.com);

[www.lonelyplanet.com](http://www.lonelyplanet.com)

<http://www.broadway.com/>

### Safety Tips for Travelers

### Time

For the time difference between New York and your country, please refer to: [www.timeanddate.com](http://www.timeanddate.com)

### Weather

To check the weather in New York, please refer to: [www.weather.com](http://www.weather.com)



## HOTEL ACCOMMODATION

**Participants should make their own arrangements for hotels.** A list of hotels in the vicinity of the United Nations is provided for your information (*see pages 15-18*).

In addition, kindly find websites that offer discounts for hotel rooms in New York.

- [www.kayak.com](http://www.kayak.com)
- [www.hotels.com](http://www.hotels.com)
- [www.booking.com](http://www.booking.com)
- [www.bookit.com](http://www.bookit.com)
- [www.expedia.com](http://www.expedia.com)
- [www.orbitz.com](http://www.orbitz.com)

## Getting around

### [New York subway map](#)

- From **Downtown to UN Headquarters** | **Subway:** Trains 1, 2, 3 or A, C, E or N, R, Q to Time Square. Then trains 7 or S to Grand Central. Number B, D, F, M to Bryan Park. Then trains 7 to Grand Central.
- From **Midtown East to UN Headquarters** | **Subway:** (*See map page 12*).
- From **Midtown West to UN Headquarters** | **Subway:** (*See map page 12*).
- From **Upper East Side to UN Headquarters** | **Subway:** Trains 4, 5, 6 to Grand Central.
- From **Upper West Side to UN Headquarters** | **Subway:** Trains 1, 2, 3 or A, C or B, D to Time Square. Then trains 7 or S to Grand Central.
- From **Queens to UN Headquarters** | **Subway:** Train 7 to Grand Central. Trains E, M to 51<sup>st</sup> Street. Then walk east and south to 1<sup>st</sup> Avenue and 46<sup>th</sup> Street. Trains N, R, Q to 59<sup>th</sup> Street. Then trains 4, 5, 6 to Grand Central. Train F to B to Bryant Park. Then trains 7 to Grand Central.

## NEW YORK CITY HOTEL LIST

Attached below is a non-exhaustive list of hotels in the vicinity of the United Nations Headquarters. Preferential rates may be applicable for travelers of the UN system with valid UNLP, UN Ground Pass, or a letter of invitation (or an official notification letter) on UN letterhead.

Reservations should be made directly with the hotel. Please check with the hotel for their cancellation policy. ***\*\*Note that a number of conferences will be going on simultaneously at UN HQ in the week of 9 March; therefore, it is encouraged that all participants book hotel rooms as soon as possible.***

*Please note that the tax is not included in these rates. Prices are subject to change based on availability.*

### NYC Hotels

#### **ONE UN NEW YORK (0 Miles Away from UN HQ)**

##### **One UN Plaza, NY, NY 10017**

Tel: 212 758 1234. Fax: 212 702 5051

Email: [oneun@millenniumhotels.com](mailto:oneun@millenniumhotels.com)

Website: <http://www.millenniumhotels.com/usa/oneunnewyork>

Single/Double: USD 320-336

Note: *Closest hotel to UN HQ*

#### **HILTON MANHATTAN EAST (0.2 Miles Away from UN HQ)**

##### **304 East 42<sup>nd</sup> Street, NY, NY 10017**

Tel: 212 986 8800. Fax: 212 297 3531

Email: [Gennardo.Chris@Hilton.com](mailto:Gennardo.Chris@Hilton.com)

Website: <http://www3.hilton.com/en/hotels/new-york/hilton-manhattan-east-NYCMDHF/index.html>

Single/Double: USD 204

#### **WESTIN NEW YORK GRAND CENTRAL (0.3 Miles Away from UN HQ)**

##### **212 East 42<sup>nd</sup> Street, NY, NY 10017**

Tel: 212 490 8900. Fax: 212 405 4299

Email: [WestinNYGCReservations@starwoodhotels.com](mailto:WestinNYGCReservations@starwoodhotels.com)

Website: <http://www.westinnewyorkgrandcentral.com/>

Single/Double: USD 309

#### **WYNDHAM MIDTOWN 45 (0.3 Miles Away from UN HQ)**

##### **205 East 45<sup>TH</sup> Street, NY, NY 10017**

Tel: 212 867 5100. Fax: 212 867 7878

Email: <http://www.wyndham.com/hotels/gencontactmessage/contact-us>

Website: <http://www.wyndham.com/hotels/new-york/new-york/wyndham-midtown-45/hotel-overview>

Single/Double: USD 247

Note: *Non-smoking Hotel*

#### **EASTSIDE MARRIOTT (0.6 Miles Away from UN HQ)**

##### **525 Lexington Avenue at 49th Street, NY, NY 10017**

Tel: 212 755 4000. Fax: 212 715 4296

Email: [julie.renz@marriott.com](mailto:julie.renz@marriott.com)

Website: [www.marriott.com/nycea](http://www.marriott.com/nycea)

Single/Double: USD 152 - 188

**THE ROOSEVELT HOTEL (0.6 Miles Away from UN HQ)**

**45<sup>th</sup> & Madison, NY, NY 10017**

Tel: 212 661 9600. Fax: 212 885 6109

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

Website: <http://www.theroosevelthotel.com>

Single/Double: *USD 180 - 210*

**MARCEL (0.6 Miles Away from UN HQ)**

**201 E 24Th Street, NY, NY 10010**

Tel: 212696 3800. Fax: 212696 0077

Email: [ypatel@amsterdamhospitality.com](mailto:ypatel@amsterdamhospitality.com)

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

Standard Queen: *USD 199 - 209*

**GRAND HYATT NEW YORK (0.8 Miles Away from UN HQ)**

**Park Ave at Grand Central**

**109 East 42Nd Street NY, NY 10017**

Tel: 212 883 1234. Fax: 646 213 6659

Email: [nilda.estevez@hyatt.com](mailto:nilda.estevez@hyatt.com)

Website: [www.grandnewyork.hyatt.com](http://www.grandnewyork.hyatt.com)

Single/Double: *USD 256 - 320*

**HYATT 48 LEX (0.8 Miles Away from UN HQ)**

**517 Lexington Avenue, NY, NY 10017**

Tel: 212 838 1234. Fax: 212 888 2900

Email: [sales@hyatt48lex.com](mailto:sales@hyatt48lex.com)

Website: [www.hyatt48lex.com](http://www.hyatt48lex.com)

Studio Queen: *USD 250 -499*

Studio King: *USD 280 -479*

Corner Suite: *USD 350 -549*

**THE LEXINGTON NEW YORK CITY (0.9 Miles Away from UN HQ)**

**511 Lexington Avenue at 48th St. NY, NY 10017**

Tel: 212.418.6747. Fax: 212.753.5358

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

Single/ Double Rates *USD179 /379*

**HOTEL 57 (RENAISSANCE) (1 Mile Away from UN HQ)**

**130 E 57Th Street, NY, NY 10022**

Tel: 212 753 8841. Fax: 212 838 4767

Email: [julie.renz@marriott.com](mailto:julie.renz@marriott.com)

Website: [www.marriott.com/nycbr](http://www.marriott.com/nycbr)

Single/Double: *USD 250 - 435*

**BENTLEY (1 Mile Away from UN HQ)**

**500 East 62nd Street, NY, NY 10065**

Tel: 212 644 6000. Fax: 212 373 4468

Email: [dsteele@amsterdamhospitality.com](mailto:dsteele@amsterdamhospitality.com)

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

Standard Queen: *USD 189 - 199*

Deluxe King: *USD 219 -295*

Note: *Includes complimentary internet and fitness center*

**NH JOLLY MADISON TOWERS (1.3 Miles Away from UN HQ)**

**22 East 38th Street, NY, NY 10016**

Tel: 1 212 802 0600. Fax: 1 212 447 0747

Email: [resnyc@nh-hotels.com](mailto:resnyc@nh-hotels.com)  
Website: <http://www.nh-hotels.com/hotel/nh-new-york-jolly-madison-towers>  
Standard Single/Double: USD 208

### **SANCTUARY HOTEL (1 Mile Away from UN HQ)**

**132 West 47Th St. NY, NY, 10036**

Tel: 212 234 7000. Fax: 212 382 1450

Email: [bonnie@sanctuaryhotelnyc.com](mailto:bonnie@sanctuaryhotelnyc.com)

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

Single/Double: USD 199-349

Standard Single/Double: USD 239 - 389

Note: *Buffet Breakfast free Equinox Gym pass*

### **AMERITANIA (1.7 Miles Away from UN HQ)**

**230 West 54th Street, NY, NY 10019**

Tel: 212 247 5000. Fax: 212247 3313

Email: [ccamerota@amsterdamhospitality.com](mailto:ccamerota@amsterdamhospitality.com)

Website: <http://www.ameritanianyc.com/>

Standard Queen: USD 199 - 209

Deluxe King: USD 299 -325

Note: *Includes complimentary internet and fitness center*

### **RADISSON MARTINIQUE ON BROADWAY (1.7 Miles Away from UN HQ)**

**49 West 32nd St, NY, NY 10001**

Tel: 1 212 736 3800. Fax: 1 212 277 2702

Email: [lchan@themartinique.com](mailto:lchan@themartinique.com)

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

Standard Single/Double: USD 359/359

### **HOTEL WALES (3.9 Miles Away from UN HQ)**

**1295 Madison Ave (bet 92<sup>nd</sup> & 93<sup>rd</sup> Streets), NY, NY 10128**

Tel: 212 876 6000. Fax: 212 876 7139

Email: [nteran@waleshotel.com](mailto:nteran@waleshotel.com)

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

Standard Single/Double: USD 195 - 300

Suite Single/Double: USD 275 - 400