

# International Gas Union Working Committee 4 Distribution



Members and Alternates  
of the IGU-Working Committee 4  
"Distribution"  
and of the study groups of IGU WOC 4

17 January 2014

## **4<sup>th</sup> Meeting of Working Committee 4 in the triennium 2012 - 2015**

Dear Ladies, dear Sirs

the fourth meeting of our Committee will be held

**from 4 to 7 March 2014 in Madrid / Spain**

As at the previous meetings, in course of the meeting of **IGU Working committee 4** the **study groups** will hold their meetings. The study group leaders please report the needs for their meeting, if any, to Jose Maria Almacellas Gonzalez (Mail: [imalmacellas@gasnatural.com](mailto:imalmacellas@gasnatural.com))

The meeting and the accommodation are arranged at the:

**Hotel Wellington**  
**C/ Velázquez, 8**  
**28001 Madrid**  
**Spain**  
**Mail: [wellington@hotel-wellington.com](mailto:wellington@hotel-wellington.com)**  
**Phone: +34 915 754 400**

To book your accommodation, please use the following link **no later than 8<sup>th</sup> February 2014** :

**[IGU WOC4 MEETING 4 – 7 MARCH 2014](#)**

The following information is given about the hotel rooms:

**Accommodation:**

Room Type						
	04.03.14		05.03.14		06.03.14	
Standard for 1 or 2 people	50	€170.00	50	€170.00	50	€170.00
Superior for 1 or 2 people	0	€190.00	0	€190.00	0	€190.00
Superior executive The Wellington Club for 1 or 2 people	0	€210.00	0	€210.00	0	€210.00
Junior Suite The Wellington Club for 1 or 2 people	0	€260.00	0	€260.00	0	€260.00
Total	50		50		50	

buffet Breakfast Included  
+ 10% VAT not included

**Rooms Description:**

**Standard room:** 1 or 2 beds. 25 sq meters. Classic decoration

**Superior room:** 1 or 2 beds. 25 sq meters. Room renovated with exclusive décor. Courtesy of Artisan Bakery.

**Superior executive The Wellington Club:** Doubled bed. 30 sq meters. Room renovated with exclusive décor. Courtesy of Artisan Bakery. Toiletries of prestigious Molton Brown. Bas for I-pod/I-Phone with charger. Acces to the Wellington Club

**Junior Suite The Wellington Club:** 1 or 2 bed. 40 sq meters. Room renovated with exclusive décor. Courtesy of Artisan Bakery. Toiletries of prestigious Molton Brown. Bas for I-pod/I-Phone with charger. Acces to the Wellington Club  
The Wellington Club: Private lounge, located on the 7<sup>th</sup> floor. A unique place situated in the most privileged location of the Hotel. Offers as courtesy to our clients a personalized service from 8 to 23 hours with national and international press, WI-FI Premium, LED TV 60", breakfast, drinks, snacks and canapés. Moreover you may complete our offer with a selected cigar cellar and our à la carte menu.

Check-in from 2 pm  
Check-out before 12 noon

**Room rates include:**

- Free access to Fitness Le Max Wellness Club Wellington
- Special selection of toiletries
- Porterage in/out complimentary
- Buffet Breakfast Include

**Room facilities:**

- Complete minibar
- Private safety box
- Interactive Television LCD
- Wi-fi internet connection free of charge
- Complete marble bathroom
- Hairdryer and magnifying mirror
- Desk
- Bathrobe and slippers
- 24 hour Room Service
- Variety of pillows
- Daily turndown service

A valid passport and, for members from some countries, a visa may be required to enter Spain. Please check at your nearest Embassy the visa requirements and the validity of your passport or check visa requirement on:

<http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx>.

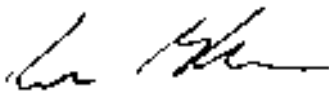
If you will require a personal invitation letter issued in Spain, please contact Mr. Almacellas Gonzalez as soon as possible.

Please find enclosed the draft agenda for the IGU WOC 4 meeting. Main subject at the meeting will be the progress of the study groups to result in the committee report for the 26<sup>th</sup> World Gas Congress in June 2015 in Paris.

This invitation and registration documents will also be posted onto our website.

Looking forward to seeing you in Madrid!

Sincerely yours



Uwe Klaas  
Secretary IGU WOC 4

Encs.