



Commonwealth Law Ministers Meeting

Zanzibar, United Republic of Tanzania, 04 - 08 March 2024

NOTE ON ADMINISTRATIVE ARRANGEMENTS VERSION 1

Commonwealth Secretariat
Marlborough House
London SW1Y 5HX

January 2024

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1) PURPOSE

The Commonwealth Law Ministers Meeting (CLMM) will convene in Zanzibar, United Republic of Tanzania under the theme: ‘How Digitalisation Paves the Way for the Development of People-Centred Access to Justice’.

In line with the theme, the primary objective of CLMM is to advance Commonwealth consensus and cooperation and to enable Law Ministers to set clear directions on a range of legal, rule of law and justice issues of mutual interest to member countries.

The CLMM will also be an opportunity to make further progress on questions of access to justice guided by the Equal Access to Justice Action Plan adopted by Commonwealth Heads of States in Kigali in June 2022. The work of Law Ministers, through the CLMM, supports the promotion of good governance, rule of law, human rights and climate justice while accelerating progress towards the sustainable development goals set out in the 2030 UN Agenda for Sustainable Development.

2) DATES

The 2024 Commonwealth Law Ministers Meeting (CLMM), hosted by the Government of the United Republic of Tanzania, will be held on 04 - 08 March 2024. The following key events will be held during this period:

- **Senior Officials of Law Ministries (SOLM) Meeting - Monday 04 March 2024**
- **CLMM Opening Ceremony and Gala Dinner - Monday 04 March 2024, *Tentative***
- **Commonwealth Law Ministers Meeting (CLMM) - Tuesday 05 March 2024 - Friday 08 March 2024**
- **Commonwealth Secretary-General’s Evening Reception - Thursday 07 March 2023, *Tentative***

The main plenary sessions of the meeting will be held in-person at the conference facilities of the Emerald Resort & Spa, Zanzibar, United Republic of Tanzania

**Emerald Resort & Spa
Muyuni
Matemwe
Zanzibar
United Republic of Tanzania**

3) RESPONSIBILITY FOR MEETING ARRANGEMENTS

a. Commonwealth Secretariat

The Commonwealth Secretary-General, The Rt Hon Patricia Scotland KC, has overall responsibility for the general organisation and conduct of the meeting, which will be serviced by the Rule of Law Section of the Governance and Peace Directorate.

Prof. Luis Franceschi, Assistant Secretary-General and Senior Director of the Secretariat’s Governance and Peace Directorate, is the Conference Secretary and will be responsible for substantive matters, including preparation of notices, documents, summary record of the Meeting and the Outcome Statement.

Dr Elizabeth Macharia, Acting Head of Rule of Law is the Deputy Conference Secretary and is the point of contact for any queries.

Ms Purvi Kanzaria, Events & Protocol Manager, is the Conference Officer and will be responsible for the administrative arrangements for the Meeting.

Mr Snober Abbasi, Communications Adviser, is the Media Officer and will be responsible for media arrangements and general liaison with the media.

Information about the meeting may be obtained from the Commonwealth Secretariat in London as follows:

CLMM Central Inbox

Email: clmm@commonwealth.int

Deputy Conference Secretary

Dr Elizabeth Macharia

Acting Head, Rule of Law Section

Commonwealth Secretariat

Marlborough House, Pall Mall

London SW1Y 5HX

Tel: +44 20 7747 6253 / + 447894 593508

Email: e.Macharia@commonwealth.int

Conference Officer

Ms Purvi Kanzaria

Events & Protocol Manager, Events & Protocol Section

Commonwealth Secretariat

Marlborough House, Pall Mall

London SW1Y 5HX

Tel: + 44 20 7747 6508 / +44 7912 463 744

Email: p.kanzaria@commonwealth.int

Media Officer

Mr Snober Abbasi

Communications Adviser, Communications Division

Commonwealth Secretariat

Marlborough House, Pall Mall

London SW1Y 5HX

Tel: +44 7483 961 091

Email: s.abbasi@commonwealth.int

b. Host Government

The Meeting will be chaired by the Honourable Amb. Dr. Pindi H. Chana, Minister of Constitutional and Legal Affairs, United Republic of Tanzania.

The Government of United Republic of Tanzania, as host, will provide conference facilities, security and hospitality and will provide a list of available accommodation and applicable rates for delegates. To this end and to benefit from preferential CLMM rates, delegates are kindly requested to make their respective bookings at the earliest opportunity.

The Host Government has established a national Taskforce to coordinate all activities relating to hosting the Meeting. The Taskforce will be headed by **Mr. Abdulrahman Mshamu, the Acting Director of Public Legal Services**. The Taskforce Head will have oversight of all activities relating to hosting the Meeting and will also be responsible for logistical arrangements provided by the host Government.

The formal channel of communication for member countries seeking information on substantive issues pertaining to the CLMM is through the Commonwealth Secretariat addressed to the Deputy Conference Secretary on e.macharia@commonwealth.int.

However, where correspondence is being sent to the Host Government directly, a copy should also be sent to the Conference Officer on clmm@commonwelath.int.

Enquiries or communication to the host country for CLMM should be addressed to the taskforce via:

Permanent Secretary
Ministry of Constitution and Legal Affairs
Government City
Mtumba Area
P.O.Box 315
40484 DODOMA
km@sheria.go.tz
Telephone: +255 2623 10019

Taskforce Head
Mr Abdulrahman Mshamu
Acting Director of Public Legal Services
abdulrahman.mshamu@sheria.go.tz
Mobile No. +255 629 527 794.

Taskforce Deputy Head
Ms Jane Lyimo
Principal State Attorney
jane.lyimo2@sheria.go.tz
Mobile No: +255 712 865 498

4) MEETING PROGRAMME

Monday 04 March 2024
Senior Officials of Law Ministries (SOLM) Meeting
CLMM Opening Ceremony and Gala Dinner (<i>Tentative</i>)
Tuesday 05 March 2024
Commonwealth Law Ministers Meeting (CLMM)
Official group photograph of Ministers and Heads of Delegation
Working Lunch for Ministers and Heads of Delegation
Wednesday 06 March 2024
Commonwealth Law Ministers Meeting (CLMM)
Working Lunch for Ministers and Heads of Delegation
Optional Afternoon Social Programme
Thursday 07 March 2024
Commonwealth Law Ministers Meeting (CLMM)
Commonwealth Secretary-General's Evening Reception (<i>Tentative</i>)
Friday 08 March 2024
Commonwealth Law Ministers Meeting (CLMM)
Closing Press Conference
Optional Afternoon and Extended Social Programme

More details on the provisional programme and agenda will follow.

5) REGISTRATION

a. Meeting Registration

The Commonwealth Secretariat will manage the registration of all delegates attending CLMM, including all side events and social events.

We ask that, where possible, member governments nominate one representative to complete the registration process for their delegation using the following link:

[Commonwealth Law Ministers Meeting 2024 - Registration Form for Member Countries](#)

Upon registration, delegates will receive a confirmation email and a separate invitation to 'Commonwealth Connects', our collaborative online workspace where meeting documents can be accessed.. Further details on Commonwealth Connects can be found in Section 6b of this Note.

Following registration, delegates are requested to submit the attached **Travel Form** to CLMM@commonwealth.int.

Using details provided in the Travel Form, the Commonwealth Secretariat and the Local Task Force will make local transportation arrangements for delegates from Abeid Amani Karume International Airport (ZNZ) Zanzibar and Malindi Seaport, Zanzibar, to the delegates hotel and back.

If necessary, the delegate contact point will be requested, via e-mail, to provide further flight and accommodation details to ensure appropriate local transportation arrangements are in place for arrival and departure. Contact points are therefore requested to check their email regularly.

Registration must be completed by Monday 19 February 2024.

For any assistance with registration, please email clmm@commonwealth.int or contact the Conference Officer.

b. Registration Passes and Collection

The Commonwealth Secretariat will be responsible for on-site registration and provision of identification passes.

Meeting passes will be issued to delegates at the registration desks prior to the meeting, from Sunday 03 March 2024 at the Hotel.

The Secretariat will issue four (4) transferable registration passes to each member country delegation. These passes may be rotated within the delegation but should not be transferred from one delegation to another.

Further details on the dates, timing and location of the collection of passes will be made available shortly.

For security reasons, registration passes should be worn at all times, including at social functions. Failure to wear your registration pass will result in being refused entry to plenary sessions, side events and other official events.

c. Access to Meeting Rooms

Seating will be provided in the meeting room for each **Minister or Head of Delegation plus three (3) accompanying delegates only**. The Secretariat will issue four (4) transferable meeting room passes to each member country delegation. These passes may be rotated within the delegation but should not be transferred from one delegation to another.

d. Data Protection

The Commonwealth Secretariat complies with Data Protection Legislation (Data Protection 2018 and the General Data Protection Legislation (GDPR)). Personal data collected as part of registration will not be shared with any third party.

By registering, the delegation is consenting to having their names, designations and organisations shared in the official CLMM Delegates List. Please contact the Conference Officer if this is not acceptable. The meeting will be recorded to create an Official Record of proceedings.

6) RECORDS AND DOCUMENTS

a. Classification of Documents

Documents for the Meeting will be classified according to content. They will be numbered as follows:

- | | |
|---------------------------------|------------|
| ▪ Law Ministers Meeting | LMM(24) |
| ▪ Senior Officials Meeting | SOLM(24) |
| ▪ Background Information Papers | LMM(24)INF |

The Secretariat will prepare a report of the Ministers Meeting and Senior Officials discussions, which will be circulated to all Commonwealth member countries.

Discussions in all meetings will be categorised as **RESTRICTED**.

b. Distribution of Documents

All documents will be distributed electronically on Commonwealth Connects at <https://connects.huddle.net>. Commonwealth Connects is the online collaboration platform used by the Commonwealth Secretariat to share Ministerial Meeting documents. Delegates must be registered on Commonwealth Connects in order to access the meeting documents.

Upon registration to CLMM, Delegates will be invited to join the platform. Delegates will then receive an email, and should click on the link, follow the ensuing instructions to set up a password and gain access to the Meeting documents. If Ministers/delegates are already registered on other workspaces on Commonwealth Connects they will automatically be added to the group.

As new meeting documents are progressively uploaded and shared on the platform, users will receive an email notification alerting them. Should delegates experience any issues in accessing Commonwealth Connects, please e-mail: clmm@commonwealth.int.

Please note that in the interests of efficiency and economy, documents will not be distributed in hard copy. Delegations are, therefore, requested to bring all necessary documentation with them to the Meeting, as copies of documents, including the delegates handbook, previously released online will not be available in Zanzibar. Documents and notices issued during the Conference will be distributed on site and also uploaded on Commonwealth Connects. **Onsite printing facilities may be made available at an extra cost to delegates.**

c. CLMM Website

Information about the Meeting will be available on the Commonwealth Secretariat website, <https://thecommonwealth.org/clmm2024> and the website of the Ministry of Constitutional and Legal Affairs of Tanzania. Further details will be announced in due course.

d. Delegates List

A Provisional Delegates' List will be issued on Commonwealth Connects on **Monday 26 February 2024**. The online registrations will serve as the basis for compiling the Provisional Delegates' List. Delegates will be required to verify names, designations and other information and to inform the Conference Officer of any amendments as soon as possible. A final amended version of the Delegates List will be uploaded to Commonwealth Connects after the completion of the CLMM.

7) MINISTERIAL STATEMENT

To ease the process of adoption at the end of the meeting, the Secretariat will prepare and circulate a Draft Outcome Statement on Commonwealth Connects. This will provide the opportunity for delegations to read and comment on the Outcome Statement before the last day of proceedings. The Outcome Statement will be adopted, through consensus, at the end of the meeting.

8) INTERVENTIONS

Ministers/Heads of Delegation of member countries wishing to make an intervention during the CLMM are kindly informed that the allocated time for each intervention is a maximum of two (2) minutes per agenda item.

Where possible, it is requested that member countries inform the Commonwealth Secretariat in advance of an intention to intervene during the meeting and provide a short statement outlining the basic content of the intervention. This will assist the Chair in recognising Ministers and Heads of Delegation, and to facilitate their interventions during the meeting. We kindly request that countries advise of such an intention, no later than Friday 23 February 2024 by email to e.macharia@commonwealth.int / CLMM@commonwealth.int.

Interventions not agreed in advance will also be permitted during the programme, however these will be invited after completion of pre-agreed interventions.

9) ARRIVAL AND DEPARTURE

All delegates are requested to provide details of their arrival and departure information to and from Zanzibar after online registration has been completed. Instructions for Registration are in Section 5 of this Note. The Travel Form is attached to this Administrative Note as an MS Word Document.

a. International Flight Connections

The closest international airport to the meeting venue is Zanzibar Abeid Amani Karume Airport (ZNZ). Direct flight connections from Africa, Asia and Australia are available from Air Tanzania, the national carrier, and other carriers.

Delegates may also use the United Republic of Tanzania mainland international airport, Julius Nyerere International Airport in Dar es Salaam. Delegates arriving in Dar es Salaam must book onward connections to Zanzibar via a domestic flight or fast ferry boats to Zanzibar.

b. Airport Arrangements

Julius Nyerere International Airport

For delegations arriving via Julius Nyerere International Airport (Dar es Salaam), with continued onwards domestic air travel to Zanzibar, the host country will arrange officers to assist delegates with a smooth onward connection to Zanzibar, details of which will be issued to respective member delegations choosing this route.

Abeid Amani Karume International Airport

Arrangements will be made by the host country to welcome delegates on arrival at the Abeid Amani Karume International Airport. At the close of the meeting, the host will make transport arrangements for delegates to Abeid Amani Karume International Airport.

c. Ferry Arrangements

Delegates arriving at Julius Nyerere International Airport, Dar es Salaam, may choose to take the ferry to Zanzibar. To board the ferry, delegates may take a taxi to Dar es Salaam Port, where the ferry service is located. The main ferry company is Azam Marine - Kilimanjaro Fast Ferries.

The Azam Ferry operates daily between Dar es Salaam and Malindi Seaport, Zanzibar, with several departures throughout the day. The service is generally very reliable. There are no ferry transfers at night. The journey time by ferry is approximately two hours. The ferry ticket prices vary depending on cabin class. Tickets range from 35 USD to 100 USD. Tickets may be booked online at www.azammarine.com. Tickets may also be purchased at the port, in cash, in USD or Tanzania Shillings.

d. Protocol

The Host Government will facilitate immigration and customs clearance for Ministers, Heads of Delegation and all other delegates.

Arrangements will be made for Ministers or Heads of Delegation to have access through the VIP Lounge as appropriate at the Abeid Amani Karume International Airport or Malindi Seaport for arrival and departure. All other delegates will be assisted by a dedicated CLMM team to clear customs and immigration through regular channels. Dedicated immigration and health counters will be set up for the delegates at the airport.

Any changes in hotel or travel plans after the registration deadline should be immediately transmitted by email to the **Conference Officer**.

10) VISAS

a. Entry Requirements

Except for the countries listed below, holders of passport issued by Commonwealth countries do not require visas for short visits to the United Republic of Tanzania.

- Australia
- Bangladesh
- Cameroon
- Canada
- Fiji
- Gabon
- India
- Maldives
- New Zealand
- Nigeria
- Pakistan
- Sierra Leone
- Sri Lanka
- Togo
- United Kingdom

Delegates travelling on passports issued by the above-mentioned countries will require visas to enter the United Republic of Tanzania.

For more details on visas and how to apply online, please visit <https://visa.immigration.go.tz/>.

As regards delegates from all other Commonwealth countries, visas will be issued on their arrival at the Airport provided they meet all immigration requirements.

b. Transit Visas

All delegates are advised to comply with entry requirements for transit stops enroute to and from the United Republic of Tanzania and obtain visas where required.

Information about Entry Requirements for the United Republic of Tanzania is available on the Government official website at: <https://visa.immigration.go.tz/guidelines>.

Further details on Visas and Customs will be made available shortly.

11) SECURITY

Security arrangements for delegations will be the responsibility of the Host Government.

Personal Protection Officers accompanying Heads of Delegation are required to inform the United Republic of Tanzania authorities and the Taskforce, and the Commonwealth Secretariat, prior to their arrival in country. In addition, they must identify themselves to the authorities at the point of entry in the country.

It should be noted that it is illegal to import and carry firearms in the United Republic of Tanzania without appropriate prior authorisation. Personal Protection Officers wishing to travel with firearms, special telecommunication and other equipment **must** contact the Taskforce before arrival in the United Republic of Tanzania and provide appropriate information to secure relevant approvals. Please note that International Civil Aviation Regulations prohibit the carriage of firearms on commercial aircraft.

For further information concerning security issues, please contact the Taskforce.

12) TRANSPORT

a. Transport Facilities

Transportation will be provided for all delegates for transfer between the Abeid Aman Karume International airport/Malindi Seaport in Zanzibar and official meeting hotels on arrival and departure.

Please note that delegates who choose to stay at hotels that are not the CLMM designated hotel will be required to make own transport arrangements to and from the meeting venue and for official social events.

The Government of the United Republic of Tanzania will provide transportation between the airport and hotel on arrival and departure. Each Minister will be provided with a dedicated vehicle to and from the airport. Any other request for transportation by a Heads of Delegation should be made through the Host Government Taskforce. Air-conditioned coaches will be provided for all other delegates.

13) ACCOMMODATION

Delegates are responsible for meeting the full cost of their stay in the United Republic of Tanzania including accommodation, meals, telephone, laundry and incidentals.

The Government of United Republic of Tanzania has negotiated a discounted rate at the hotels listed in Annex A. The hotels include the Emerald Resort & Spa, Lux Marijan Hotel, Neptune Pwani Beach Resort & Spa and Sunshine Marine Lodge. Further details will be communicated in due course.

The Emerald Resort & Spa Resort is the location of the meetings of Senior Officials and Law Ministers, working lunches, and evening events. Consequently, transport will not be necessary for attendance to these meetings for delegates residing in this resort.

Once accommodation reservations are confirmed, delegates will be required to provide flight and accommodation details to ensure appropriate local transportation arrangements are in place for their arrival and departure.

To secure their accommodation, the hotel may request delegates to make a deposit (to be sent directly to the hotel). Alternatively, the hotel may require delegates to provide credit card details to secure accommodation.

Cancellations must be made within the time stipulated by each hotel prior to the arrival date. Full or part of the deposit may be forfeited to the hotel if reservations are not

cancelled, and rooms are not occupied. Delegates are strongly advised to pay particular attention to the hotel cancellation policy.

Delegations should note that they are be responsible for the payment of any cancellation charges for rooms reserved at their request but not occupied.

Any queries regarding hotel reservations should be directed to the following:

Dr Abdullah Juma Mohamed
Position: Director for Tourism
E-mail address: abdulla.juma@utaliismz.go.tz
Phone Number +255 777 471 199

And/or

Ms Ashura Ali Omar
Position: Tourism Officer
E-mail address: ashura.ali@utaliismz.go.tz
Phone Number +255 778 965 207

More information on available accommodation options will be made available shortly.

14) MEDIA

a. Media Accreditation

All members of the media wishing to cover CLMM must be accredited in order to have access to the conference venue and facilities. The Commonwealth Secretariat, in consultation with the Government of the United Republic of Tanzania, will issue a media advisory note shortly, calling for accreditation applications. Requests from the overseas media for accreditation should be addressed to the Media Officer.

Mr Snober Abbasi
Communications Division
Commonwealth Secretariat
Marlborough House
Pall Mall
London SW1Y 5HX

Tel: +44 7483 961 091
Email: s.abbasi@commonwealth.int

The Host Government will be responsible for accreditation of the local media and will coordinate publicity for the meeting in consultation with the Commonwealth Secretariat. Requests from the local media for accreditation should be sent to:

Mr Lusajo Mwakabuku
Head of Government Communications unit
Ministry of Constitutional and Legal affairs
Lusajo.Mwakabuku@sheria.go.tz
Mobile No.: +255 653 062220

And/or

Ms Khadija Khamis Faraji
Chair, Media Committee of Taskforce
E-mail: Khadija.Faraji@zbc.go.tz

Phone Number: +255 779233331

b. Communication during meetings

The CLMM is a closed conference and as such, any audio recording or images of documents are strictly prohibited. Additionally, while delegations may quote their Ministers or Heads of Delegation, they should not attribute comments to any other Minister, speaker, delegate, observer or Commonwealth Secretariat staff member.

The Commonwealth Secretariat reserves the right to ask delegates to refrain from taking photographs or from filming.

i. Photo opportunities

There will be two opportunities for photographs to be taken at the meeting. The timings for this will be advised nearer the date of the meeting.

ii. Social Media

The use of social media is welcomed, although the Commonwealth Secretariat requests that no images or audio of the meeting's contents be shared. Moreover, nothing said at the meeting should be attributed to any one particular delegate.

iii. Use of camera phones

The use of camera phones is allowed as long as the guidance stated above is followed and the taking of photographs does not disrupt the meeting proceedings.

15) GENERAL INFORMATION

a. Language

The official languages of the United Republic of Tanzania are Swahili (Kiswahili) and English. Kiswahili is extensively used and widely spoken. However, English is the primary language of commerce, administration, and higher education.

b. Health and Medical

Delegates are advised to consult their medical practitioner or healthcare provider to determine what vaccination and medical prophylactics are needed before setting off on their journey.

Delegates and other participants are strongly advised to secure Travel/Health insurance to cover medical expenses.

The following requirements and recommendations are drawn to your attention:

- Travelers entering or transiting mainland Tanzania or Zanzibar are not required to present a COVID-19 vaccination certificate or test certificate unless required by their airline, transit destination, or final destination.
- Proof of yellow fever vaccination may be required for entry to Tanzania if arriving from or transiting through a yellow fever risk country.
- The United Republic of Tanzania has several public and private hospitals countrywide offering excellent services. Further information about these facilities will be provided in the Delegates Handbook which will be issued on arrival.

- In case of special medical requirements (as disclosed by delegates during registration), further details (e.g. blood groups, brief medical history, allergies and any special medications) may be requested to ensure safety of delegates. This information will be held confidentially.

c. Climate

Zanzibar is a tropical archipelago made up of numerous small islands and two main large islands where the largest portion of the populace lives.

The average high temperature in Zanzibar during the day in March is around 28°C (82°F) and sunny with an average of around 9 hours of sunshine per day. The average night time lows is around 24°C (75°F).

The rainfall regime is split into two main seasons, a primary maximum in March, April, and May in association with the southwest monsoon (known locally as Kusi in Kiswahili), and a secondary maximum in November and December. The months in between receive less rain, with a minimum in July.

d. DRESS

Delegates are encouraged to bring their national attire. Tropical clothing such as lightweight cotton or linen suits, dresses or short-sleeved clothes are most suitable for this time of the year. However, please be aware that the meeting venue will be fully air-conditioned.

e. Banking

The Tanzanian Shilling (TZS or TSH) is the official currency of Tanzania, but US dollars are also widely accepted in tourist areas.

ATMs can be found in Stone Town and Paje. All major credit cards are accepted by most hotels, restaurants and shops.

Core banking hours are from 0830hrs to 1600hrs Monday to Friday. Banks are also open on Saturdays from 0830hrs to 1200hrs.

f. Business and Shopping

Zanzibar Stone Town is dotted with curio shops, markets and bazaars, and main roads near parks and reserves, and the coast roads being beach resorts, all have plenty of roadside stalls. There are very few larger shopping malls in Zanzibar.

Shopping hours are between Monday to Friday 0830hrs - 1230hrs, and Saturday 0830hrs - 1230hrs. Some tourist shops open on a Sunday, while some business and government offices are closed on Friday afternoons.

Siesta time in Zanzibar is between 1200hrs - 1500hrs, so some shops may be closed between these hours.

Business/Office hours are between 0900hrs to 2000hrs Monday to Friday. Some offices open until noon on Saturdays.

g. Time

United Republic of Tanzania time is UTC +3:00.

h. Electricity

For the United Republic of Tanzania there are two associated plug types, types D and G. Plug type D has three round pins in a triangular pattern and plug type G has two flat parallel pins and a grounding pin. Tanzania operates on a 230V supply voltage and 50Hz.

i. Communication

The international dialling code for the United Republic of Tanzania is +255. Mobile telephone connection in Zanzibar is available with good roaming connectivity from most service providers. The largest mobile phone providers are Airtel, Vodacom, Zantel or Tigo. If e-sims are preferred, a good option is Airalo.

ANNEX A: HOTEL ACCOMODATION

a. Emerald Resort and Spa, Zanzibar

The Emerald Resort & Spa, Zanzibar is the location of all CLMM events, and is therefore the preferred accommodation provider.

i. Address

Emerald Resort & Spa
Muyuni
Matemwe
Zanzibar-Tanzania

Resort Main Line: +255 659 070 500

<https://www.emerald-zanzibar.com/>

Hotel Rating: 5-star

ii. Booking Details

In case of further assistance, please contact:

- Reservations E-mail: reservations@emerald-zanzibar.com

Please quote the **Commonwealth Law Ministers Meeting 04 - 08 March 2024** for details on preferential rates.

b. LUX* Marijani, Zanzibar

i. Address

Beach Road
Pwani Mchangani
Tanzania

Phone: +255 778 088 433

<https://www.luxresorts.com/en/zanzibar/hotel/luxmarijani>

Hotel Rating: 5-star

ii. Room Rates

Room Type	Nightly Rate	Boarding	Occupancy	Number of Rooms Available
Deluxe Room	266.40	Bed & Breakfast	Double	31
	247.00		Single	
Executive Room	320.40	Bed & Breakfast	Double	16
	301.00		Single	

- Rates are in USD per room per night.
- Room are subject to availability.

- Discounted rates are correct at the time of writing and may vary depending on date of booking.

iii. Booking Terms

A 20% non-refundable deposit of the quoted price must be paid at the time of booking. A full pre-payment of the quoted price is required prior to client arrival for all rooms.

iv. Dates of Stay

The above rates are valid for dates of stay between 04 to 08 March 2024

v. Cancellation Policy

Days prior to arrival: Cancellation fee:

90 - 61 days 50%

60 - 46 days 80%

45 - 0 days 100%

Unexpected Departure: 100% of the total stay

ii. Contact Details

In case of further assistance, please contact:

- Contact Name: Rose Kihyo, Sales & Marketing Manager
- E-mail: rose.kihyo@luxmarijani.com
- Phone number: +255 777 715918

Please quote the **Commonwealth Law Ministers Meeting, 04 to 08 March 2024** in all communication.

c. Neptune Pwani Beach Resort & Spa

i. Address

Beach Road
Pwani Mchangani
Tanzania

Phone: +255 778 429 224

<https://www.neptunehotels.com/neptune-pwani-beach-resort-spa/>

Hotel Rating: 5-star

ii. Room Rates

Room Type	Nightly Rate	Boarding	Occupancy	Number of Rooms Available
Deluxe Garden Side with partial Ocean View	394	TBC	Double/Twin	60
	296	TBC	Single	
Deluxe Sea Side with partial Ocean View	454	TBC	Double/Twin	30
	341	TBC	Single	
Beach Front Suite with King-size Bed	754	TBC	Double	1
	394	TBC	Double/Twin	

Rates are in USD per room per night.

Room are subject to availability and discounted rates are correct at the time of writing, and may vary depending on date of booking.

Infrastructure Tax of USD 5 per person per night is not included.

iii. Booking Details

Bookings will be subject to availability and confirmed through email.

iv. Booking Terms

Upon booking confirmation, 50% deposit to block the rooms and the balance 50% to be paid 45 days prior to group arrival at the resort.

v. Dates of Stay

The above rates are valid for dates of stay between 04 to 08 March 2024.

vi. Cancellation Policy

Please enquire at the time of booking.

vii. Contact Details

In case of further assistance, please contact:

- Information: info.neptunezanzibar@neptunehotels.com
- Reservation: res.neptunezanzibar@neptunehotels.com
- Ms. Nuru Mutinda, Regional Sales Manager: +255 774 567891
- Mr.Alok Prabhakar, General Manager: +255 778 429224

Please quote the **Commonwealth Law Ministers Meeting, 04 to 08 March 2024** in all communication.

d. Sunshine Marine Lodge

i. Address

Matemwe - Muyuni
4749
Zanzibar,
Tanzania

Phone Reception: +255 778 992 493

Phone Reservations: +255 774 264 781

Hotel Rating: 3-Star

ii. Room Rates

Room Type	Nightly Rate	Boarding	Occupancy	Number of Rooms Available
Deluxe Room	170	Bed & Breakfast	Single	9
Deluxe Room	210	Bed & Breakfast	Double	9

Rates are in USD per room per night.

Room are subject to availability.

Discounted rates are correct at the time of writing, and may vary depending on date of booking.

iii. Contact and Booking Details:

In case of further assistance, please contact:

- Reservations Email: reservations@marinelodgezanzibar.com
- General Email: info@marinelodgezanzibar.com

Please quote the **Commonwealth Law Ministers Meeting, 04 to 08 March 2024** in all communication.