

INFORMATION NOTE ON LOGISTICAL ARRANGEMENTS

The First Session of the 2025 UCLG ASPAC Executive Bureau

9-12 June 2025 | Crimson Resort and Spa Boracay, Philippines

I. HOW TO GET THERE

The nearest airport is Godofredo P. Ramos Airport (Caticlan/Boracay Airport), located in the Municipality of Malay, Aklan Province, Philippines.

Airport: **Godofredo P. Ramos Airport (Caticlan/Boracay Airport)**

IATA Code: **MPH**

Address: **WXG5+F32, Malay, 5608 Aklan, Philippines**

Website: **N/A**

Phone: **+63 36 262 3264**

Please note:

1. The majority of flights to Caticlan/Boracay Airport depart from Manila's Ninoy Aquino International Airport (NAIA). Five (5) airlines provide direct services to Caticlan: AirAsia, Cebgo, Cebu Pacific, Philippine Airlines, and Royal Air Charter.
2. Transit from Manila Ninoy Aquino International Airport involves three modes of transport: by plane (Manila to Caticlan), by shuttle (15 minutes from airport to port), and by ferry (15 minutes from port to port). Transit from Manila's Ninoy Aquino International Airport (NAIA) to Crimson Resort, Boracay Island involves three (3) modes of transportation:
 - A flight from Manila (MNL) to Caticlan (MPH), approximately an hour and fifteen minutes.
 - A 15-minute shuttle ride from the airport to Crimson's Exclusive Welcome Center/Port
 - A 15-minute ferry transfer to the Crimson Resort, Boracay Island

Participants prone to motion sickness are advised to take necessary precautions.

3. The Crimson Resort offers a complimentary, round-trip airport transfer for all registered participants, providing transportation from Caticlan/Boracay Airport to its exclusive Welcome Center/Port. From there, participants will board a private ferry for direct transfer to the resort's main port at Station Zero (Crimson's beachfront). However, participants who do not book their accommodation through the hotel's official website and channels must arrange own transportation from the airport to the resort.
4. Caticlan/Boracay Airport has a short runway. As passengers will use stairs to deplane and board the plane, participants are advised to limit carry-on luggage to

less than 7kg for convenience and safety. Additionally, participants must adhere to the prescribed departure time from the hotel.

II. VISA ISSUANCE

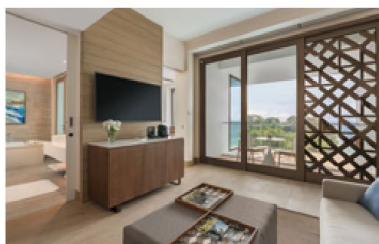
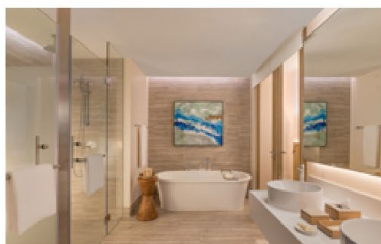
1. A citizen of a member state of the Association of Southeast Asian Nations (ASEAN) may enter the Philippines without a visa.
2. Chinese citizens require a visa to enter the Philippines, which can be obtained from the Consulate General of the Philippines in Shanghai.
3. Please find the list of visa-free countries for entry into the Philippines [here](#).

III. MEETING VENUE AND ACCOMMODATION

Meeting Venue and Main Hotel: Crimson Resort and Spa, Boracay Island, Malay, Province of Aklan, Philippines

Take a virtual tour of the resort [here](#).





Room Type and Standard Room Occupants	Rate	Room Availability*
Deluxe Hillview Room - Single or Double (Sharing existing bed set-up; Max of 2 adults & 2 kids below 12yo) Combination of King and Twin Beds	USD 202,15* / 11,800 PhP	36 rooms
Deluxe Premier - Single or Double (Sharing existing bed set-up; Max of 2 adults & 2 kids below 12yo) Combination of King and Twin Beds	USD 211* / 12,200 PhP	44 rooms
Suite Room- Single or Double (Sharing existing bed set-up; Max of 3 adults & 1 child below 12yo) Combination of King and Twin Beds	USD 235* / 13,500 PhP	18 rooms
Suite w/ Plunge Pool- Single or Double (Sharing existing bed set-up; Max of 3 adults & 1 child below 12yo) Combination of King and Twin Beds	USD 302* / 17,500 PhP	8 rooms

* The USD exchange rate is an estimate based on the prevailing exchange rate and may change without prior notice.

* Room availability is allocated on a first-come, first-served basis.

Room Rate Inclusions:

- Daily breakfast
- Complimentary roundtrip shared land and speedboat transfers to/from Caticlan/Boracay Airport
- Use of private Welcome Center in Caticlan
- Complimentary mini-bar items upon arrival
- One-time welcome drink
- Access to the Fitness Centre, swimming pools, and beach
- 50% savings on selected drinks from 3:00PM to 6:00PM at J's Pool Bar

Please be advised that the local government of Aklan has mandated that all local and foreign tourists entering Boracay Island are to be charged Environmental and Terminal Fees payable to the Caticlan Jetty Port and Boracay Cagban Jetty Port: (LGU Ordinance as of October 3, 2022).

1. Terminal and Environmental Fees per head for Philippine residents and Expat with valid ACR at **PHP 450** per head; 6 years old and up.
2. Terminal and Environmental Fees per head for Foreign Nationals at **PHP 600** per head; 6 years old and up.

For Crimson Resort and Spa Boracay guests, these terminal and environmental fees will be paid in advance by the resort to provide you with a more seamless experience during your arrival. You may opt to include these fees in your room bill or settle these upfront with Crimson Resort and Spa Boracay's Front Office during your check-in.

Reservation and Booking Procedure

Booking period is **March 03 to April 30, 2025** only. To make a reservation at the Crimson Resort and Spa Boracay, please email the following information for room availability and booking request:

Guest Name:	
Total Person:	
Check-in Date:	
Check-out Date:	
Room Type:	
Number of Rooms:	
Bed Preference:	
Flight Details:	
Special Remarks/Requests:	

Contact Information:

Ms. Charelle Joy Dannug
Senior Sales Manager
Email: boracay.sm2@crimsonhotel.com
CC Email: boracay.reservation@crimsonhotel.com
WhatsApp/Viber/Mobile Number: +63 998 596 4653

For reservations made through the resort's website, please follow these steps:

1. Visit <https://www.crimsonhotel.com/boracay>.
2. Click "Book Now."
3. Enter the promo code: UCLG.

The screenshot displays the hotel's booking interface. At the top, search criteria are set for a 3-night stay from June 9 to June 12, 2025, for 2 adults and 1 room. A 'Check availability' button is prominently displayed with a red border, and the promo code 'UCLG' is entered in the adjacent field. The main section, 'Select the room that suits you best', features a 'Deluxe Hillview Double Occupancy' room with a starting price of P 19,258. To the right, a 'Your reservation' summary box provides a breakdown of costs, showing a total of P 19,258 before taxes and a final total of P 23,600.68 including taxes. A 'Proceed' button is visible at the bottom of the summary.

III. PICK-UP AND DROP-OFF SERVICES (AIRPORT-HOTEL-AIRPORT)

Crimson Resort and Spa Boracay will provide pick-up and drop-off services between the airport and the hotel. To arrange this service, please provide your flight details when booking your accommodation at Crimson Resort and Spa Boracay.

To ensure your pick-up and drop-off, kindly share a copy of your flight details with the Secretariat of UCLG ASPAC at noviandri.yotighana@uclg-aspac.org.

The schedule for pick-up and drop-off will be provided once Crimson Resort and Spa Boracay receives your flight details.

IV. PERSONAL TOUR IN BORACAY

The Host will provide necessary information regarding personal tours in Boracay upon request from participants attending the First Session of the 2025 UCLG ASPAC Executive Bureau.

For any inquiries and questions related to the event, you can contact:

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