



IBFD 8th Africa Tax Symposium

Arusha, Tanzania, 24-26 May 2023

Useful information



Useful information

This year's symposium will be held at:

Mount Meru Hotel
Arusha-Taveta Road, Sekei Area
Arusha 2673, Tanzania
Tel: +255 27 297 0256
info@mountmeruhotel.co.tz

Hotels

Please book your accommodation with a hotel of your choice directly. IBFD does not handle any hotel reservations.

If you wish to book accommodation at the Mount Meru hotel, please email info@mountmeruhotel.co.tz, cc purity.munge@mountmeruhotel.co.tz, with the subject line "IBFD – ATS 2023".

A list of recommended hotels close to the venue is included at the end of this document. When contacting the hotels, please refer to "**TRA – ATS Meeting 2023**", as TRA kindly negotiated the corporate rates for this event.

Please make your own arrangements for travel from the hotel you are staying at to the venue and back. IBFD does not provide any shuttles.

Travel arrangements

Please make your own travel arrangements to and from Tanzania and book your accommodation with the hotel directly.





Useful information

Airport

The nearest international airport is Kilimanjaro International Airport (JRO). The airport is located approximately 50km (a 1-hour drive) from the venue.

The nearest domestic airport is Arusha Airport (ARK), approximately 10km from the venue.

Transfers

Airport: It is highly recommended that you book your airport transfer directly with the hotel or with Simba Safaris. IBFD does not provide airport transfers.

Simba Safaris: Six-seater – USD 60.00/transfer

Contact: Mohamedjabir: mohamedjabir@simbasafaris.co.tz, Arif: arif@simbasafaris.co.tz or Vinay booking5@simbasafaris.co.tz

Transfers between hotels: please make your own arrangements for travel from the hotel you are staying at to the venue and back. IBFD does not provide any shuttles.

Payments

Payments can only be made online, via credit card. Payment on-site and/or in cash is not permitted.

In exceptional cases, we do accept bank transfers. Please contact conference@ibfd.org if you wish to make a bank transfer. Kindly note that payment in full has to be received prior to the start of the meeting to gain access to the conference.

Invoicing

Tanzanian regulations require invoices to be sent from the Tanzanian authorities, including VAT of 18%.

IBFD will send you a confirmation order to process the payment. Once the payment has been received, an invoice will be sent from IBFD Payment ATS 2023 (payments-ats2023@ibfd.org). This invoice is issued by RSM Tanzania, the tax partner of IBFD.



Discounts

If you are a member of one of the following groups, you might be entitled to receive an additional discount: African government officials, African tax authorities, authors and correspondents. Please contact IBFD at conference@ibfd.org to receive your promotional code.

There is no discount for university staff or students.

Early-bird fee: Please note that this fee only applies for payments received in full **before** the deadline.

(E-)Visa

Tanzania Immigration: www.immigration.go.tz

Visa applications: [Tanzania eVisa – Welcome \(immigration.go.tz\)](http://www.immigration.go.tz)

Visa guidelines: [Tanzania eVisa – Guidelines \(immigration.go.tz\)](http://www.immigration.go.tz)

Visa applicants are advised to make their applications through the official Tanzania immigration website (www.immigration.go.tz) only and not through any other links.

A passport valid for a minimum of 6 months beyond visa issuance and/or date of entry, and containing at least one blank visa page, is required.

Since you are attending a conference/meeting, please apply for an ordinary visa – **tourist**. Visa applications will be processed within 10 days. Applicants are therefore strongly advised to respect the time allowed when submitting their application.

Visa invitation letter

If you need an invitation/visa letter, please contact conference@ibfd.org and send a copy of your passport with the subject “Visa invitation letter”.



It will take about 7-10 working days for a visa letter to be issued. Please allow for sufficient application time when requesting a visa letter. The entire application process can take up to 2 months.

The list of countries requiring a “referral visa” can be accessed at [Tanzania eVisa - Guidelines \(immigration.go.tz\)](https://immigration.go.tz/Tanzania-eVisa-Guidelines).

Presentation slides

The presentation slides of the masterclass/symposium will be shared after the meeting. Please email conference@ibfd.org after the meeting if you wish to receive a copy.

Certificate of Attendance

Certificates of attendance will be sent automatically to delegates after the symposium. No CPD certificates are provided for attending the symposium.

Dress code

The dress code is business casual. We kindly ask you not to wear jeans. The gala dinner is your chance to dress to impress. Party attire or your national dress is most welcome.

Half-day excursion on Friday afternoon, 26 May 2023: Arusha National Park

Simba Safaris is a local tour operator offering the following excursion after the closing ceremony of the symposium:

Half-day tour to Arusha National Park:

Departure from Mount Meru Hotel at 14:00 (lunch boxes will be provided by the hotel), with arrival at the park around 15:00. During the game drive, flamingos, deer, gazelle, zebras, etc. can be seen.

The park closes at 18:00. Return at the hotel will be around 19:00.

Prices range from USD 303/pp (for 1-2persons) to USD 167/pp (for up to 6 persons).



If you wish to receive further information or book a tour or a safari, please contact Simba Safaris (or any other tour operator) directly. Please note that IBFD is not involved in tour bookings.

Mohamedjabir: mohamedjabir@simbasafaris.co.tz, Arif: arif@simbasafaris.co.tz or Vinay booking5@simbasafaris.co.tz.

Conference Language

The official language of the symposium is English. Simultaneous interpretation in French and English will be provided throughout the meeting. All documents will be available in English and French.

General information about Tanzania

Geography

Tanzania is home to many lakes, national parks and Africa's highest point, Mount Kilimanjaro. Northeast Tanzania is mountainous, while the central area is part of a large plateau covered in grasslands. The country also contains the southern portion of Lake Victoria on its northern border with Uganda and Kenya. The city of Arusha, the capital of the region, is located at the southern foot of Mount Meru.

Climate

May: max. 23°C / min. 17°C, with an average of 10 days rain in total. In May, it can be slightly chilly in the evening, so please bring an extra jacket or shawl.

Currency

Tanzanian shilling (TZS)
US dollars are accepted almost everywhere in Tanzania.



It is recommended to bring some US dollars in cash, as not all ATM machines allow cash withdrawals from foreign bank accounts.

USD 1 = approx. TZS 2,330

Drinking water

It is not safe to drink tap water in Tanzania. To avoid health problems, use only bottled or filtered water for drinking and brushing your teeth.

Language

Official: Swahili and English

Plastic

Please note, all kinds of plastic bags are **illegal**, and bringing in plastic will be fined. Please be advised to leave plastic bags on the plane before entering the airport.

Time zone

The time zone in Tanzania is GMT+3. Tanzania observes Eastern Africa Time all year.



Vaccination

Tanzania requires a valid yellow fever certificate from all foreign visitors and citizens travelling from an infected area or having been in transit through infected areas (>12 hours) in the last 6 days.

Please consult your travel doctor for advice.

Prophylaxis for malaria in certain areas

Please consult your local travel doctor to ensure you have accurate information applicable for the duration of your stay.

COVID-19 information

Participants are advised to consult the Ministry of Health's official website for the most up-to-date **Travel Advisory** related to COVID-19.



HOTEL	LOCAL	INTERNAT.	CONTACT DETAILS
Kibo Palace	USD 125	USD 140	T +255 27 2970 162 M +255 753 036 444 info@kibopalacehotel.com sales@kibopalacehotel.com
The African Tulip	USD 112	USD 112	T +255 27 2970 717 M +255 699 799 873 res@theafricantulip.co.tz
Four Points by Sheraton	USD 145	USD 145	T +255 27 2977 777 reservations@fourpointsthearushahotel.com
Tulia Hotel and Spa	USD 65	USD 65	M +255 755 700 001 M +255 782 700 001 retreat@tuliahotelandspa.com
Palace Hotel	USD 100	USD 100	T +255 27 5545 800 M +255 755 706 206 marketing@palacehotelarusha.com
Gran Melia Arusha	USD 195	USD 195	M +255 746 981 888 godlove.mlaki@melia.com gran.melia.arusha@melia.com
New Safari Hotel	USD 50	USD 80	T +255 27 2545 940/1 M +255 767 594 422 makundihg@newsafarhotel.com reservation@newsafarhotel.com

All rates include breakfast. Taxes excluded

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