



**The 3rd Meeting of the APT Preparatory Group for
the ITU Plenipotentiary Conference 2026 (APT PP26-3)**

30 March – 2 April 2026, Bangkok, Thailand



INFORMATION FOR PARTICIPANTS

The 3rd Meeting of the APT Preparatory Group for the ITU Plenipotentiary Conference 2026 (APT PP26-3) is scheduled to be held from 30 March to 2 April 2026 in Bangkok, Thailand via physical meeting with remote participation modality. The meeting will be organized by the Asia-Pacific Telecommunity (APT) and hosted by the Office of the National Broadcasting and Telecommunications Commission (NBTC) of the Kingdom of Thailand.

Please find the following information for the convenience of participants.

1. MEETING VENUE

The APT PP26-3 will be held at the **JW Marriott Hotel Bangkok**. The contact details of the hotel are as follows:

Address: 4 Sukhumvit Road, Soi 2, Bangkok-10110, Thailand

Tel: +66 2 656 7700

Fax: +66 2 656 7711

Email: mhrs.bkkdt.reservation@marriotthotels.com

URL: www.marriott.com/bkkdt

2. PARTICIPATION

All APT Members, Associate Members and Affiliate Members may participate in the activities of the APT-PP. Organizations which have a Memorandum of Understanding (MoU) with the APT or other relevant international or regional organizations may send representatives to attend APT-PP meetings on the same basis as they attend other APT meetings.

Non-APT members may be invited to participate in the activities of APT-PP as guests at the discretion of the Chair and the Secretary General in consultation with the relevant Member Administration, as appropriate. Other non-APT members may participate with the observer status with the payment of the relevant participation fee at the discretion of the Chair and the Secretary General in consultation with the relevant Member Administration, as appropriate.

Since the number of physical attendances influences some preparations for the meeting venue and other arrangements, your administration/organization is kindly requested to register delegates for physical attendance by the date specified in the following section.

Remote participation will be arranged by using Zoom meeting platform. Detailed information for remote participation will be sent to the registered delegates who wish to attend virtually.

3. REGISTRATION

For both physical and remote participation, registration shall be done online at <https://apt.int/content/online-registration> by **16 March 2026** for making necessary arrangements. Please indicate the mode of delegates' participation in the online registration form. **Only the registered participants are entitled to attend the meeting.**

4. HOTEL ACCOMMODATION AND RESERVATION

Following hotels are recommended for the accommodation of the delegates during the meeting:

i) JW Marriott Hotel Bangkok (Recommended Accommodation)

JW Marriott Hotel Bangkok is recommended for all participants to stay during the meeting. Please make your hotel reservation in order to be eligible for the special rates given below at the earliest possible date or not later than **13 March 2026**. For the convenience of hotel reservation with special rates, please correspond directly with respective contact persons of the hotel.

Address: 4 Sukhumvit Road, Soi 2, Bangkok 10110 Thailand

Contact Person: Mr. Noppadol Chaiyakool

Tel: +66 2 656 7700

Fax: +66 2 656 7711

Email: mhrs.bkkdt.reservation@marriotthotels.com (Reservation Team)

Noppadol.Chaiyakool@marriotthotels.com (Senior Sales Manager)

URL: www.marriott.com/bkkdt

Link for reservation: [Book your group rate for APT PP26-3](#)

Room Type	Room Rate/Night	
	Single	Double/Twin
Deluxe Room	THB 5,900 net	THB 6,400 net
Executive Room (inclusive of Executive Lounge Benefit)	THB 8,400 net	THB 8,900 net
One Bedroom Suite (inclusive of Executive Lounge Benefit)	THB 13,900 net	THB 14,400 net

Check-in time: 15:00 PM / Check-out time: 12:00 PM

Rate Inclusions

- Wireless internet access in guest rooms and public area.
- Daily buffet breakfast at the JW Café (lobby level). Operating hours: 06:00 to 10:30 hours
- Rates quoted are inclusive of 10% taxable service charge and applicable VAT, currently 7%
- Rates are quoted in Thai Baht (THB) based on per room per night.

ii) Shama Sukhumvit Bangkok (Alternative Accommodation)

Address: 12 Sukhumvit Soi 4, Sukhumvit Road, Klongtoey, Bangkok 10110

Contact Person: Ms. Kornvasut Niwetthong

Tel: +66 2105 6000

Fax: +66 2105 6001

M +66 (0) 62 849 6556

Email: reservations.sukhumvit@shama.com

kornvasut.n@shama.com

URL: <https://www.shama.com/Sukhumvit>

(Approximately a 1-minute walk from the hotel to JW Marriott Hotel Bangkok.)

Availability

Please note that these rates are applicable for bookings made before **10 March 2026**. Availability and rates are subject to change for bookings made after this date.

Room Type	Room Rate/Night	
	Single	Double/Twin
One Bedroom (66 sqm., King Bed):	THB 4,600 net	Not Available
Two Bedroom (110 sqm., King Bed in master bedroom and Twin Beds in second bedroom):	THB 6,800 net	Not Available

Check-in time: 15:00 PM / Check-out time: 12:00 PM

Rate Inclusions

One Bedroom Apartment 66 sqm.

- King bed
- Private balcony
- Separate living and bedroom
- Separate bathtub and shower
- Complimentary Wi-Fi internet
- Fully equipped kitchen
- Washer and Dryer

Two Bedroom Apartment 110 sqm.

- King and Twin bed
- 2 bathrooms
- Private balcony
- Fully equipped kitchen
- Washer and Dryer

The rates are net in Thai baht, inclusive of 10% service charge and prevailing government

- The rates cannot be combined with any other promotion, if any.

iii) Courtyard by Marriott Bangkok

Address: 155/1 Soi Mahadlekluang 1, Ratchadamri Road, Bangkok 10330 Thailand

Contact Person: Ms. Thanchanok Putthakom (K'Aum),

Mr. Karamnarapat Kotha (K'Farn)

Tel: +66 2 690 1888

Fax: +66 2 690 1711

Email: thanchanok.putthakom@courtyard.com

Karannarapat.kotha@courtyard.com

URL: <http://courtyardbangkok.com/>

Availability

This price is valid until **10 March 2026**. The final availability is subject to space on the day of confirmation.

Room Type	Room Rate/Night	
	Single	Double/Twin
Deluxe (30-33 sqm):	THB 4,000 net	THB 4,400 net
Grand Deluxe Room (30-33 sqm):	THB 5,000 net	THB 5,400 net

Check-in time: 14:00 PM Check-out time: 12:00 PM

Rate Inclusions

- The above rates are quoted in Thai Baht, per room, per night including daily breakfast, in room internet access.
- Rates are inclusive of 7% prevailing taxes and 10% service charge.

Rates are non-commissionable.

- Twin rooms are subject to availability
- The group rates are valid for group of minimum guarantee 10 rooms per night materialized. Otherwise, if number of room is less than 10 rooms, the best available rate will be applied instead
- The rate and availability for both 'pre & post period' and 'additional room block during main group period' will be advised and reconfirmed on the date that hotel has been noticed on this requested

5. MEETING WEBSITE, MEETING DOCUMENTS AND CONTRIBUTION GUIDELINE

Related information about the meetings and provisional meeting documents will be available at the APT Website: <https://apt.int/Meeting/2026-PP26-3>.

APT Members who wish to submit contribution(s) on the agenda items should prepare their contribution(s) in Microsoft Word and/or PowerPoint, English version and in proper template provided by the APT Secretariat and send it to aptp@apt.int. APT Associate and Affiliate Members, based on the agreement with the corresponding APT Members, can submit Input contribution to the meeting, otherwise it will be treated as Information document. International/Regional organizations, having interests in APT PP-26, are welcome to submit Information document to the meeting. The template is available on the APT website. **The deadline for submission of contribution(s) is 20 March 2026.**

6. TRANSPORTATION FROM THE AIRPORT TO THE HOTEL

Physical participants are requested to use public transportation facilities from **Suvarnabhumi International Airport (BKK)** or **Don Mueang International Airport (DMK)**, Thailand. For more information, please visit the airport websites:

- Suvarnabhumi International Airport: <http://www.bangkokairportonline.com/>
- Don Mueang International Airport: <https://www.donmueangairport.com/>

For your general information, the following transportation options are available from **Suvarnabhumi International Airport (BKK)** and **Don Mueang International Airport (DMK)** to the hotel:

1. Public Meter Taxi

Public meter taxis are available at both airports.

- At **Suvarnabhumi International Airport**, taxis are located on the **1st floor of the Arrival Hall, entrances 4 and 7.**
- At **Don Mueang International Airport**, taxis are available at the **arrival area of both Terminal 1 and Terminal 2.**

*The fare is shown on the meter, plus a **THB 50 surcharge** for boarding at the airport (excluding tollway fees, if any).*

2. Airport Limousine Service, the limousine service to various destinations in the city, is located at the arrival floor of the airport.

3. Hotel Limousine (HOTEL / Airport / HOTEL – One Way)

For hotel limousine bookings, please contact:

Concierge Team, Email: mhrs.bkkdt.concierge@marriotthotels.com

Limo Service Mercedes Benz E Class	THB 2,800 net each way	maximum 2 guests
Limo Service Mercedes Benz S Class	THB 3,800 net each way	maximum 2 guests
Toyota Commuter Van	THB 2,800 net each way	maximum 6 guests
Limo Service Mercedes Benz Vito Van	THB 4,500 net each way	maximum 5 guests

It takes about 45-60 minutes by car from Suvarnabhumi International Airport to the hotel via express way.

7. VISA AND IMMIGRATION REQUIREMENTS

Thailand's visa requirements may vary for the citizens of different countries. Please check the visa requirements with a Royal Thai Embassy or a Royal Thai Consulate-General in your respective country in advance. If you require a visa support letter from the APT, please contact us at aptadmin@apt.int and provide a scanned copy of your passport to facilitate the preparation of the letter.

8. WIRELESS LAN

Internet Access over wireless network will be available during the meeting. Participants who attend physically and wish to utilize wireless LAN facility are kindly requested to bring their own laptop computers/devices with Wi-Fi capability.

9. PERSONAL AND MEDICAL INSURANCE

APT and the host country will not bear any cost of insurance for delegates, medical expenses, or any other related expenses. It is therefore requested that all delegates make the necessary arrangements for insurance and medical coverage before their travel into Thailand.

10. CODE OF CONDUCT

The Code of Conduct requires that all participants in connection with APT meetings or events, whether virtual, hybrid or physical, must observe professional, respectful and responsible conduct at all times, bearing in mind zero tolerance on discrimination or intimidation against cultural, ethnic, religious and gender differences to facilitate a safe and inclusive environment. More details on APT Code of Conduct are available at: https://apt.int/sites/default/files/file_tag/2023/11/APT-Code-of-Conduct.pdf

11. PRACTICAL INFORMATION

Weather & Climate

Bangkok has a tropical climate with high temperatures and humidity throughout the year.

March – April:

- These are the **hottest months of the year**
- Average temperature: **30–38°C (86–100°F)**
- Very high humidity
- Strong sunshine, especially in the afternoon
- April is often the hottest month; heat waves are common
- Light rain may occur occasionally, but the rainy season usually starts in May

Advice: Light clothing, sunscreen, hats, and staying hydrated are strongly recommended.

Time Zone

- UTC +7

Currency

- Thai Baht (THB)
- Symbol: ฿
- Banknotes: 20, 50, 100, 500, 1,000 THB
- Coins are commonly used for small amounts
- Credit cards are widely accepted in hotels, malls, and restaurants, but cash is useful for local markets and transportation

Electricity

- Voltage: **220 volts**
- Frequency: **50 Hz**
- Plug types: **Type A, B, C, and O**
- Most modern hotels support multiple plug types, but a universal adapter is recommended



Language

- Official language: **Thai**
- English is commonly spoken in business areas, hotels, airports, and tourist locations

Transportation (Quick Note)

- Main options: BTS Skytrain, MRT Subway, taxis, and buses
- Traffic congestion is common, especially during peak hours

12. CONTACT INFORMATION

<u>APT Secretariat</u> Asia-Pacific Telecommunity (APT) 12/49 Soi:5 Chaeng Watthana Road Bangkok 10210, Thailand Tel: +66 2 573 0044 Fax: +66 2 573 7479 Email: aptp@apt.int	<u>Local Secretariat</u> Ms. Kanlayapat Kaewvejchabutr Mid Level Policy and Planning Officer International Affairs Bureau Office of the National Broadcasting and Telecommunications Commission Phone: +66 2 670 8888 ext. 3522 Email: kanlayapat.k@nbtc.go.th cc: siriporn.p@nbtc.go.th
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13. MAP OF THE HOTEL

For map of JW Marriott Hotel Bangkok, please click this link:

[13°44'30.1"N 100°33'07.3"E - Google Maps](https://www.google.com/maps/place/13°44'30.1)

Hotel name in Thai language:

โรงแรมเจดับบลิว แมริออท กรุงเทพ
