



CENTRO DE CONVENCIONES
CARTAGENA DE INDIAS

ANNEX 4

GUEST PICK-UP AND DROP-OFF

CTG-GC-IN-020 | Versión 3 del 02/05/2023

by **HERÓICA**

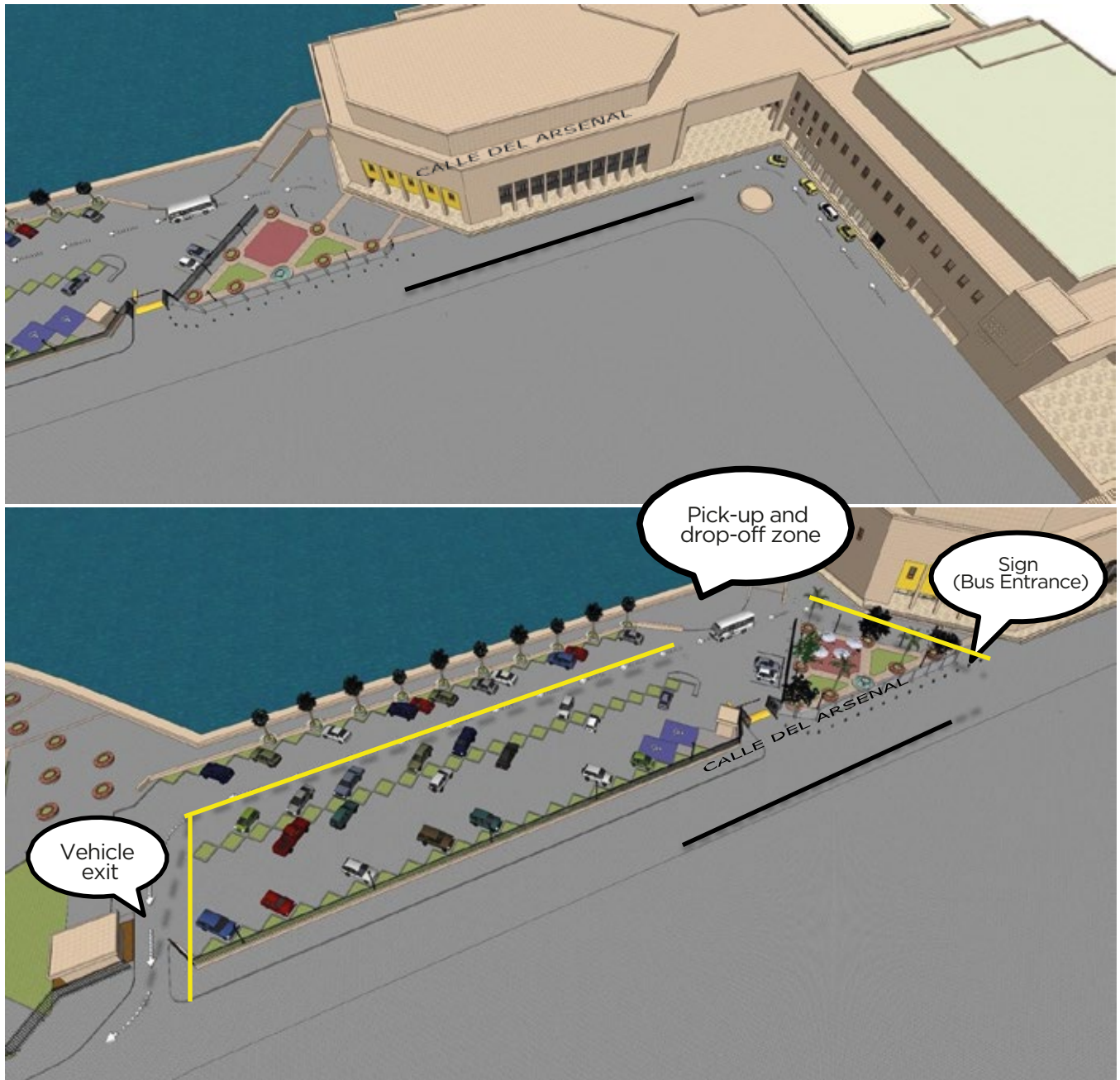
Due to the location of the Cartagena de Indias Convention Center (CCCI) in the heart of the historic center of Cartagena de Indias, it is necessary to comply with the regulations established by the Administrative Department of Transit and Transport (DATT) for this area. Therefore, if your event will provide transportation services for guests to the CCCI using buses, vans, minibuses, or similar vehicles, you must follow these steps to ensure operational efficiency, guest convenience, and compliance with district regulations.

1. Notify your Event Coordinator that your event will include a transportation service for guests.
2. Confirm 48 hours before the vehicles arrive at the CCCI facilities.
 - Name of the transportation service provider.
 - Name of the contact person.
 - Cell Phone.
 - E-mail address.

The following information is important for your transportation service provider to know:

1. When arriving at the CCCI facilities, the vehicles must enter the parking lot through the assigned gates (bus entrance sign).
2. Park in the designated area called “Plazoleta Centro de Convenciones” and proceed with the drop-off or pick-up of guests.
3. The guests will walk through the CCCI shopping gallery to the event’s designated entrance.
4. After dropping off or picking up event visitors or participants, vehicles must leave the parking lot through the gate B.

ROUTE MAP





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CARTAGENA DE INDIAS

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