Information Note

1. **Venue**
   - The conference will be held at:
     Chartered Accountants, 50 Customhouse Quay, Level 7, Room: 1 & 2
   - A name badge will be waiting for you upon your arrival.
   - Conference material will be sent in advance of the conference via Accellion. You will receive an email to your nominated email address advising papers have been uploaded.

2. **Airport Transfer**
   Participants can catch a taxi from Wellington Airport to the CBD at a cost of approximately NZD 50.00.

3. **Travel Information**
   You can find more detailed tourist information on the NZ tourism website: [http://www.tourism.net.nz/](http://www.tourism.net.nz/).

4. **Currency**
   Local currency is NZD. ATMs are widely available at banks, along main shopping streets. International credit cards and ATM cards will work as long as they have a four-digit PIN encoded. Fees for using your card at a foreign bank or ATM vary.

5. **Time**
   Wellington is 13 hours ahead of Greenwich Mean Time (GMT + 13:00).

6. **Weather**
   The average low and high temperatures are 17 °C and 21 °C in December.

7. **Visa to enter New Zealand**
   Visitors must hold a valid passport, please check the below website to see if you need a visa to enter New Zealand:
8. **Electricity Voltage**
   Electricity in NZ is generally supplied in 230 Volts, 50 Hz with 3-pin socket.

9. **Tipping**
   Tipping is not customary in New Zealand.

10. **Smoking**
   All indoor public areas of the facility are designated non-smoking by Government regulation.

11. **Dress Code**
    We recommend business casual for the meetings and meeting dinner.

12. **Presentations**
    Presentation times for presenters and discussants
    - 25 minutes have been allotted for each paper
      - 15 minutes for presenters
      - Up to 5 mins for discussants
      - Remaining time for discussion / Q&A

    Please plan your presentations accordingly

    *Logistics for presentations*
    Please send presentations to the meeting email: 
    **ANZESG2019@rbnz.govt.nz**
    - Presentations to be sent in either PDF or PowerPoint.
    - Ensure your presentation is provided beforehand, particularly if presenting in first sessions of each day.
    - A lectern, projector and microphone in front of the presenter are provided.

13. **Non-Attribution of Views**
    As is the tradition at these meetings, we are keen to encourage full and frank discussion of issues raised. Consequently, we would ask participants to adhere to the following arrangements.

    The discussions at the meeting are held under Chatham House Rules. 
    *Meeting participants should not attribute views expressed in the discussion of papers to particular individuals in any commentary they publish.*

14. **Organising committee**
    - Leo Krippner, Reserve Bank of New Zealand
    - Christie Smith, Reserve Bank of New Zealand
    - Peter Phillips, Yale University

15. **Meeting Secretariat**
    Emma Clark, Reserve Bank of New Zealand
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    Email: emma.clark@rbnz.govt.nz