

**THE INCORPORATED SOCIETY OF PLANTERS  
AFRICA CHAPTER**



**HOTEL INFORMATION  
AND  
VISA APPLICATION**

**22-23 MAY 2025 | FIESTA ROYALE HOTEL, ACCRA, GHANA.  
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## ISP AFRICA 1ST ANNIVERSARY SYMPOSIUM – VENUE & ACCOMMODATION INFORMATION

### **EVENT VENUE: FIESTA ROYALE HOTEL,**

13, GEORGE W. BUSH HIGHWAY, ACCRA, GHANA.

We recommend **Tang Palace Hotel for accommodation** as it is reasonable and the facilities are great. The Gala night will be at this location. For room reservation and booking confirmation, please contact **Jane Gyimah, Tang Palace Hotel Executive Manager** (Sales, Marketing and Business Development) directly on **WhatsApp at +233 55 033 3819**. She's in charge of ISP Africa bookings and will assist with your room reservation within our quota of 20 reserved rooms or contact Alfred from ISP Africa at [alfred@ispafrika.org](mailto:alfred@ispafrika.org) for further assistance.

**ACCOMMODATION AND THE GALA NIGHT VENUE:** We recommend all to stay at **TANG PALACE HOTEL, ACCRA, GHANA** which provides alternative accommodation for international participants in addition to Fiesta Royale Hotel. Please see their room rates per night below:

#### **TANG PALACE HOTEL, BORSTAL AVENUE, ACCRA, GHANA**

	<b>ISP CONFERENCE RATES</b>	<b>NORMAL RATES</b>	<b>DIFFERENCE</b>
<b>Superior Room</b>	\$175	\$380	\$205
<b>Duplex Suite</b>	\$350	\$450	\$100
<b>Executive Suite</b>	\$420	\$650	\$230
<b>Junior Suite</b>	\$380	\$590	\$210

**HOTEL ADDRESS: Tang Palace Hotel Borstal Avenue, Near Gold House, South Airport Residential Area, Accra, Ghana.**

**Jane Gyimah, Executive Manager, Tang Palace Hotel:**  
**+233 55 033 3819, +233 50 401 22481**

Tang Palace Hotel Tel: +233 (0) 3027-8888-6, +233 (0) 3027-8888-9

**WHATSAPP: 025 - 796 - 4654**

[www.tangpalacehotel.com.gh](http://www.tangpalacehotel.com.gh)

## FIESTA ROYALE HOTEL, ROOM RATES PER NIGHT

	ISP CONFERENCE RATES	NORMAL RATES	DIFFERENCE
Select King Room (Single Occupancy)	\$190	\$220	\$20
Twin Room (Double Occupancy)	\$220	\$240	\$20
Accessible Twin Room (Double Occupancy)	\$220	\$240	\$20

### Fiesta Royale Hotel contact person:

Yvonne Eyeson : +233 20 432 4973 (Can be reached on WhatsApp)

Mobile : +233 302 740 811, +233 20 433 21 31

Email : [sales@fiestahospitality.com](mailto:sales@fiestahospitality.com)

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## ADDITIONAL ACCOMMODATION

### KEMPINSKI HOTEL, GOLD COAST CITY, ACCRA, GHANA

	ISP CONFERENCE RATES	NORMAL RATES	DIFFERENCE
Superior Room SGL BB	\$330	\$365.40	\$35.4
Executive SGL BB	\$440	\$461.25	\$21.25
Junior Suite Pool View SGL BB	\$710	\$730	\$20

*The above quotes show the average room rates per night*

**HOTEL ADDRESS:** Kempinski Hotel Gold Coast City, Ministries PMB, 66 Gamel Abdul Nasser Avenue, Accra, Ghana.

Tel: +233 242 43 6030

[reservations.accra@kempinski.com](mailto:reservations.accra@kempinski.com)

[www.kempinski.com](http://www.kempinski.com)

### ENQUIRIES:

For additional requests or enquiries, please contact: Alfred - [alfred@ispafrika.org](mailto:alfred@ispafrika.org) (+234 90 356 350 95) or Ms. Claudine - [claudine@agrinexus.net](mailto:claudine@agrinexus.net)

**PS:** Please stay at Tang Palace Hotel as we will have a concerted interaction. This will allow us to maximize time together. We await to meet all of you and enjoy the meet up.

Thank you.

# GHANA BUSINESS VISA APPLICATION AND CUSTOM PROCEDURES

**No. Particular**

- 1 Visa Applications, per person**
  - Visa Fee for Immigration USD 200
  - VIP Service Process and VIP Fees USD 60
  - Total Visa Fees, per person to be paid at the Airport USD 260**
- 2 Agent Contacts**
  - Mr Bruce
  - Contact No.: +233 24 304 4428 (available on WhatsApp)
- 3 Document Required (can be in WhatsApp)**
  - Traveller's Passport Data page (Digital)
  - Return Flight Ticket/Itinerary (Digital)
- 4 Yellow Fever Certificate**

Visitors must provide a valid certificate. The certificate is valid with no expiration as the vaccines provides life-long immunity
- 5 Submission of Documents**

The process of the Visa application is approximately 7 working days
- 6 Visa Documents**

The document below with your details will posted to you on WhatsApp before your travel date. Make sure your details are correct
- 7 Immigration**

The officer at Immigration will stamp your passport with 1 month Visa. The document above is needed, soft copy is sufficient
- 8 Receipt**

A receipt showing the charge will be sent by the Agent to you. We have negotiated at USD260 although the normal charge is USD300
- 9 Contacts**

I am Yan and my contact number is +6017-638 7848. If you have any issues do not hesitate to call me

The image shows a digital form for a Ghana Immigration Service Visa On Arrival. It includes fields for Surname, Other name(s), Sex, Date of Birth, Nationality, Passport Number, Place of Issue, Date of Issue, Date of Expiry, Purpose of Visit (BUSINESS), Host/Sponsor's Address (THE SECRETARY, BRUCEBY CONSULT LIMITED, P.O.BOX TN 65 TESHIE NUNGRIA, ACCRA), Port of Entry (KIA), Number of Entries (Single), Duration of Stay (THIRTY (30) DAYS), Other Conditions, Visa Validity (From To), Date of Issue, Place of Issue (ACCRA, HQ), and Fees (Paid). At the bottom, it is signed by the COMPTROLLER-GENERAL OF IMMIGRATION and includes the text 'EMPLOYMENT PROHIBITED'.

Example of Visa On Arrival Certificate (Digital)

The image shows a receipt from Bruceby Travel Consult. It includes the company logo and contact information: P.O. Box 719 05, Teshie Nungria Estate, Call: +233 24 304 4428, Email: bruceby@gmail.com. The receipt is dated 09<sup>TH</sup> MARCH 2025 and for invoice number 002425. It contains a table with the following data:

DATE	DESCRIPTION	AMOUNT US\$
09 <sup>TH</sup> MAR 25	COST OF GHANA IMMIGRATION VISA AND SERVICE CHARGES.	USD:300.00
	<b>TOTAL</b>	<b>USD:300.00</b>

The receipt is signed by the Manager and includes bank details: ECOBANK GHS: 1441000567969 BRUCEBY TRAVEL CONSULT, ECOBANK USD: 3441000709412 JAMES BRUCE, and SWIFT CODE: ECOGNGAC.

Example of Visa Application Receipt (Digital)