



**Committed to
Discipleship**
Compelled by Love

Memorandum

Date: July 14, 2026
To: All Delegates and Guests
From: The Executive Secretary
Subject: General Session Related Information

The Eighteenth (18th) Session of the Caribbean Union Conference is about nine days away, and we must ensure that we do everything necessary to make your session experience pleasant and memorable, upon arrival in Trinidad. Please read the following information carefully as it was prepared for your convenience and guidance:

Immigration

Ensure your passport is valid for at least at least six (6) months beyond your travel date. You may also verify entry requirements with your travel agency.

In order to enter and leave Trinidad and Tobago, travelers must fill immigration forms prior to arrival in the republic.

See the arrival and departure immigration link below:

<https://travel.gov.tt/en>

You may also go on the Trinidad and Tobago Immigration website to access the required forms.

Address in Trinidad

University of the Southern Caribbean
Maracas Royal Road, Maracas, St. Joseph
Trinidad

Consult your Treasurer for your specific hotel Address

Registration

Registration will commence at 11:00 a.m. and end at 2:30 p.m. However, there will be late registration for those who may justifiably arrive late from 5:30 p.m. to 6:15 p.m.

Daily Program

The opening ceremony begins at 3:30 p.m. However, we expect the Prime Minister of Trinidad and Tobago to be our guest of honour at the ceremony, which requires that all be seated by 3:00 p.m. to receive the Prime Minister upon her arrival.

On Thursday, July 23rd, and Friday, July 24th, the session will commence at 8:00 a.m., and on Sabbath, July 25th at 9:00a.m.

Hotel Pick-up

Transportation from the respective hotels to the USC campus will leave promptly at 11:00 a.m. on Wednesday, at 7:15 a.m. on Thursday and Friday, and at 8:00 a.m. on Sabbath.

If you will reside in the Maracas Valley, which is in the vicinity of the university, transportation will be available to take you to the campus at 7:30 a.m., and 8:30 a.m., respectively, on the aforementioned days.

Daily Meals

Breakfast will be provided by the respective hotels, and CARU will provide lunch and supper for all registered delegates and guests, starting on Wednesday, July 22nd.

Use of Badges

You will only be able to access meals through the use of your Identification badges, which you will at your meal stations. You will also be required to swipe your badges at registration, and on a daily basis when you enter the auditorium for the sessions.

Airport Arrival/Departure

A CARU representative will be at the Piarco Airport to receive you with a CARU sign at the main exit. You are expected to proceed promptly to the exit as soon as you receive clearance by Customs.

A schedule of your departure time from Trinidad and Tobago will be sent to your email by Friday, July 24th.

Help Desk

There will be a Help Desk at the entrance of the auditorium for providing relevant information and for general convenience.

Other Services

There will be booths promoting CARU Adventist authors, and resident institutions, such as USC, IADPA and Caribbean Health Foods who will be at your service. You are advised to bring along extra cash as there will be the opportunity to purchase items of worth.

Accessing Session Documents

The technical team has been working diligently to make session documents, including reports, available to you by Friday, July 17th. You may access these documents through: carusession.org, or via the Union's website.

Contacts

You may contact the following persons should you require urgent assistance:

- a. Mr. Hugh Small, Transport Coordinator—(868) 297 3675
- b. Mrs. Denise Fontenelle-Holder, Travel/Accommodation—(868) 297-2855
- c. Mrs. Gail Smith-Anthony, Secretariat Representative—(868) 460 1971
- d. Pr. Onesie Le Fleur, USC Representative—(868) 688 4244

Have a safe and pleasant flight.