

On **Urgent Action Funds**
Crisis & Care

**A Global Convening on
Feminist Crisis Response**

Logistics Guide



Logistics Note

“Olá! Welcome to São Paulo!”

Brazil is the land of samba, carnival, and great people. As we gear up for our time together in Brazil, here's your go-to logistics guide with all the essential details (and a sprinkle of fun!).

About Guarujá São Paulo Brazil

Located just 95 kilometers from São Paulo, this lively beach town feels like a world apart from the sprawling metropolis. Guarujá boasts 23 breathtaking beaches, perfect for swimming, sunbathing, and surfing.


Guarujá offers a wide range of attractions, including the stunning Pernambuco Beach, where the event's hotel is located. Walking to the right along the shore, you'll find the famous "Mar Casado," a natural phenomenon that occurs at high tide when the waters of two beaches merge into one. Another must-visit spot is Tombo Beach, known for its pristine waters and perfect waves for surfing.

The hotel provides access to surf instructors and other water sports, as well as kayak rentals and various recreational activities available upon request for an additional fee. For breathtaking views, head to "Morro do Maluf," one of the best panoramic viewpoints in Guarujá, ideal for stunning photos. It's also a popular spot for extreme sports such as rappelling and paragliding.

Seafood lovers will enjoy the region's renowned cuisine, with local favorites like "Avelino's" and "Dalmo." However, the city also offers a diverse selection of bars, restaurants, and shopping centers.

For nightlife, a club near the hotel, "Café de la Musique," opens on weekends. A curated list of local recommendations will be provided to all participants upon arrival.

Arrival & Travel Details

- 📍 On Crisis and Care Venue: [Hotel Jequitimar Guarujá Resort and Spa](#)
 - 🛫 Arrival Date: 11 May at the latest
 - 🛬 Departure Date: We recommend 16 May at the earliest (we have a closing dinner party on the 15th May which is optional for people to attend)
 - 🚗 Getting from the airport: Transfers will be organized from São Paulo/Guarulhos-Governor André Franco Montoro International Airport to your hotel accommodation, which is a two-hour drive. Upon arrival, look for a representative holding a **CCC 2025** sign. We will coordinate transportation for participants with similar arrival times. Self-sponsored participants may arrange their transfers if preferred. We recommend you not take any car or motorbike ride outside the Uber application or official airport taxis.
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Visa and Flights

Each participant is responsible for obtaining their visa. To verify if you need a visa, please [check here](#). Starting April 10, 2025, citizens of Australia, Canada, and the US will need an e-visa to enter Brazil, reversing the previous visa-free policy. Verify that your documentation details match those on your passport. If you haven't applied for your visa yet, or have not received your flight bookings from our team, please respond to this [online form](#) as soon as possible and email our team at sisterfundsevent@uafanp.org (write Urgent in the subject line).

Accommodation

Think of this as your home away from home! We'll be staying at [Hotel Jequitimar Guaruja Resort and Spa](#). It is a beachfront resort, so please bring your swimwear! We have booked the entire hotel for our group. There are only a few staying at nearby [Casa Grande](#) due to the unavailability of rooms at Hotel Jequitimar. Still, if you are a sponsored activist participant, you are more likely to stay at Hotel Jequitimar. There will be organized transportation to ferry people between Casa Grande and Hotel Jequitimar and vice versa in the morning and evening (a 15-minute drive).

Hotel Jequitimar has a fully stocked mini fridge with the following options: Soft drinks, water and sodas. These are free and are replenished daily. Very close to the hotel, within the same complex, there is a small shopping center featuring clothing stores, a tobacco shop, and various other services, as well as a fully stocked supermarket where you can purchase snacks, beverages, meals, and more. Store hours vary, with most opening between 9 AM and 10 AM and closing at 8 PM. The supermarket operates from 7 AM to 8 PM. Additionally, the hotel staff can assist with information on delivery services for pharmacy items, food, and other essentials.



Check-in and check-out dates are based on your travel itinerary, and any adjustments can be coordinated with the logistics team. Please note that additional days in the hotel will be covered by you. Check in time is 4pm and check out is 12nn. We will aim to arrange an early check in and check out for you.

Meals

All meals are included in your hotel booking - breakfast, lunch, and dinner buffets will be available during your booked stays under UAF.

17 Key Convening Moments

Here's a sneak peek at what's ahead:

-  May 13: Welcome dinner for activist and donor participants
-  May 14: Night market. [Register here](#) if you would like to sell or participate in the marketplace. If you plan to shop, please bring cash in US dollars or Brazilian RS.

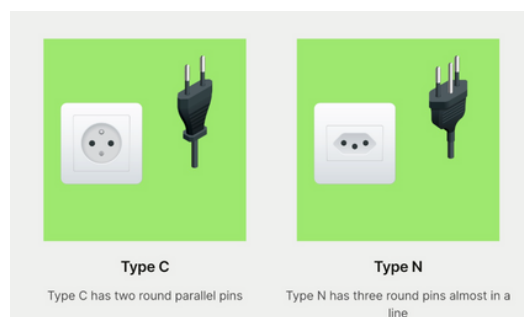
- 🎉 May 15: Closing dinner party. Please bring your comfortable dancing outfit and shoes!
- Oh and we will have a feminist resources space! Please feel free to bring any material (publications, pins, stickers) you wanted to share with others. If you are bringing something, please ask the hotel or any of the team members where the feminist resource space is when you arrive to drop off the materials. Alternatively, you can leave the materials with the reception or registration desk.

Important Reminders

- Regular SIM cards need a national fiscal number to get active so instead, buy a tourist SIM card or use roaming that is valid for the duration of your stay in Brazil. The SIM card will allow you to use UBER, the safest and easiest way to get around the city if you need to. You can find a tourist SIM Card at some Kiosks at Guarulhos International Airport, from Claro, Vivo or TIM brands.
- You can also get an eSIM card to use in Brazil, such as Giza Online (<https://gizaonline.esim.limitflex.com/manage-esim/esim-store/BR>) or Holafly (<https://esim.holafly.com/esim-brazil/>)
- Do not bring e-cigarettes into Brazil. Customs officials will confiscate e-cigarettes and you risk a fine. [Check this link](#) for what you can and cannot bring into Brazil.

📌 Things to Pack

- São Paulo in May is mild, with some cooler nights (15–25°C / 59–77°F). Bring light and comfy clothes
- A light rain jacket, just in case
- As the hotel and conference rooms will be air-conditioned, you should bring a light sweater or jacket.
- Any reading material that you would like to donate to our feminist resources space
- Your prescription medicines
- Reusable water bottle. Tap water is best avoided. There will be water stations in the venue and hotel.
- Personal hand sanitizer and face masks
- Bug repellent and sunscreen, hat and flip flops
- Exercise clothes if preferred. The hotel has a small gym. There is also a park nearby.
- Brazil has two plug types: Type C and Type N. Voltage is 110 volts (220 volts in some hotels, check first) AC at 60 cycles (as opposed to 50 in Europe). Bring a Universal adaptor if possible. Most hotels have dual voltage sockets for electric shavers. If you are taking a laptop computer, the telephone jack is of the American type. Check before you plug.



Per Diems

Sponsored participants will receive per diems that were calculated to cover the following costs:

- Local transportation costs in your home country (e.g. home-airport-home)
- In-transit costs such as meals and incidentals
- Incidentals during the convening days
- Sim if needed

The per diems will be deposited into your bank account before travel.

Reimbursement Policy

- Accommodation: Sponsored participants will have accommodation arranged and paid for at Hotel Jequitimar. Early check-in or late check-out will be at the participant's expense unless necessitated by flight schedules.
- Flights: Sponsored participants have their round-trip flights arranged by the organizers. Additional travel unrelated to CCC2025 is the participant's responsibility.
- Per diem, visa fee, and other costs (e.g. layover accommodation if approved and required vaccines) required for travel will be reimbursed upon submission of receipts. Please send this to sisterfundsevent@uafanp.org by 25 April 2025. This amount will be deposited to your account along with your per diem.

Important

Please be ready with the following information as soon as possible. Our finance team will contact you directly for the next steps to receive your per diems and reimbursements. However, we won't be able to proceed without the information below:

- Receipts for the visa fee and vaccine if mandatory requirement for the visa application

Account Holder Details:


- Full Name
- ID number
- Address
- City and Country

Beneficiary Bank Details:

- Bank name
- Bank address
- City and Country

Account information:

- Bank account number
- Within United States
 - Routing/ABA or SWIFT Bank Identifier Code (SWIFT BIC)
- If outside of the United States
 - SWIFT Code



If applicable:

- For requests from MEXICO, please indicate the CABLE interbank number:
- For requests from BRASIL, please indicate agency number:
- Intermediary bank
 - Full Name
 - SWIFT Code
 - Bank account number
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(*) if you don't have this information you can ask your bank.

Child Care

Children are more than welcome! Cots and high chairs are available on request. There are nappy change areas, a kids' waterpark, and a childcare area. We also have professional child carers on-site for free, but you would have to register if you would like to avail of this service before the convening. We prioritize those with children 7 years and below and those without companion carers. Children are also welcome in the sessions and social events. Please note we won't be able to cover the flights and other travel costs of the children (children under 2 fly for free). If your child is under 2 by the time you depart from Brazil and would like to bring the child, please get in touch with our team on what support we could provide.

Registration Process

We've set up a registration table just at the entrance of the meeting space wing of the hotel. This is where your convening journey begins!

 Registration Hours


- Sunday, May 11: 4:00 PM – 6:00 PM
- Monday, May 12: 8:00 AM – 9:00 AM

We kindly ask all participants to pass by the registration desk during one of these time slots.

When you register, you'll be welcomed by our team and receive:

- Your name badge and lanyard – your pass to all the convening spaces
- A lovingly curated care package – a small offering to support your wellbeing during our time together

 A Few Notes

- If you arrive outside the scheduled registration times, please connect with a member of the logistics team and we'll assist you.
 - Please wear your badge at all times while in the convening spaces – it helps us ensure safety and ease of connection.
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Food & Fun

- Evenings might include impromptu gatherings, music, or a little adventure
- A few restaurant recommendations -
 - Alcide's Restaurante – Specializing in Brazilian cuisine and fresh seafood
 - Dalmo Bárbaro – A traditional restaurant serving classic coastal cuisine with a stunning ocean view
 - Tahiti Restaurante – One of the oldest restaurants in Guarujá, offering a laid-back beachfront dining experience
 - Les Épices – A sophisticated blend of French and Brazilian cuisine in an elegant setting
 - Avelino's – Known for its excellent seafood, generous portions, and a welcoming atmosphere
 - **Barraca da Dhéia (LGBTQIA+)** - Located at Pitangueiras Beach, this vibrant spot is welcoming to the LGBTQIA+ community, offering a fun atmosphere for everyone
- In Guarujá, if you have the time, go to **Praia do Éden**. It is close to the hotel and the best beach in Guarujá. Tiny, clean waters, surrounded by forest!

Going around

Don't flag taxis on the street; request them from the hotel or use Uber. Keep your personal belongings in front of you.


While the area is generally safe, phone theft is common in Brazil. Avoid using your phone on the street or while waiting for a ride, and always keep it securely inside your bag. When visiting the beach, be mindful of your belongings. At the hotel's beach, the staff can watch over your items while you enjoy a swim.

Language

The official language of Brazil is Portuguese, and while some people in major cities and tourist areas may speak English, it's not widely spoken. However, Brazilians are generally very friendly and willing to help! During the program sessions, we will be using the Wordly app for language interpretation, and there will be live interpretation for English, Spanish, French and Portuguese in some of the spaces. Please note however that Wordly will not be available outside of the session hours and organized social events. For any interpretation needs outside of Convening hours, we recommend downloading Google Translate to help with translations on the go (with offline Portuguese downloads).

Currency and Payments

The official currency of Brazil is the Brazilian Real (BRL R\$). We recommend bringing credit cards and/or US dollars, as USD is the most easily exchanged foreign currency. If you plan to use an international credit card, check with your bank beforehand to ensure it works in Brazil.





Currency Exchange

- You can exchange money at international airports (there is a nearby bureau exchange at the hotel but the rates are not the best)
- Bring your passport, as it is required for currency exchange
- Exchange rates are updated daily and published in newspapers

ATMs & Cash Withdrawals

- ATMs (Caixas Eletrônicas) operate from 6:00 AM to 10:00 PM at most locations.
- Banco 24 Horas ATMs accept most international cards for withdrawals
- ATMs inside banks like Bradesco or Santander also work with major international debit and credit cards
- Not all ATMs support cash withdrawals with international credit cards, so check before relying on them

Credit Cards

- Most major credit cards are accepted in Brazil
- Visa is the most widely accepted, followed by MasterCard
- American Express and Diners Club are less commonly accepted
- Cash advances against credit cards are possible at some banks but can be complicated
- For a smooth experience, carry a mix of cash, debit/credit cards, and a backup payment method.
- Waiters' tips: tips are usually included in the bill. When not included in the bill, recommended tips range from 10% to 15%.

Business hours

Banks: 10am - 4pm - Monday to Friday / Business Shops: 10am - 7pm - Monday to Saturday

Shopping Malls: 11am - 10pm - Monday to Saturday; 2p.m. to 8p.m. on Sunday


Pharmacy: 8am - 10pm - Sunday to Saturday

Internet

Wifi will be available in your hotel rooms and the program venue. If you'd like to stay connected with your phone and internet while you are in Brazil, you can either get an out-of-country plan from your carrier, or you can get a local sim with data pack.

Travel Insurance and Emergencies

Please be sure to purchase your travel insurance. While we will do our best to connect you to help in the case of an emergency, we are not liable for your safety or any emergency costs that you might incur while traveling. It is your responsibility to ensure you have appropriate coverage in place.





Respecting Local Customs

- Brazilians are generally friendly and informal. Greetings often include handshakes, hugs, or cheek kisses, especially among close acquaintances.
- Physical contact is common, even in conversations.
- Engaging in friendly conversation is valued.
- Brazil is highly diverse in culture, ethnicity, and religion. Avoid making generalizations or insensitive jokes.
- While beachwear is common at the beach, dress codes may apply in certain places. As we are in a beach town, the dress code is generally relaxed and informal.
- Brazil has a mix of Catholic, Afro-Brazilian (such as Candomblé and Umbanda), and other religious traditions. Be respectful when visiting religious sites
- Brazil is home to incredible natural beauty. Avoid littering, respect local wildlife, and avoid plastic whenever you can.
- The pace of life, especially outside major cities, can be more laid-back. Be patient with service times in restaurants and shops.


Overall, an open-minded, respectful, and curious attitude will help visitors enjoy and appreciate Brazil's rich and diverse culture.

CONTACT INFORMATION

Local Emergency Contacts:

- Police Emergency Line: 190
- Fire Department: 193
- Medical Emergency: 192

National Emergency Services

- Medical Emergency (ambulância) Tel: 192
 - Fire Service (Corpo de Bombeiros) Tel: 193
 - Federal Police (Polícia Federal) Tel: 194
 - Federal Highway Police (Polícia Rodoviária Federal) Tel: 191
 - State Highway Police (Polícia Rodoviária do Estado) Tel: 198
 - São Paulo Civil Police (Polícia Civil do Estado de São Paulo) Tel: 197
 - São Paulo Military Police (Polícia Militar do Estado de São Paulo) Tel: 190
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On Privacy, Safety, Care, Accessibility, Safe Space, and Safeguarding, you can find more information [here](#).

Hospitals

The Hospital Santo Amaro is considered the best hospital in Guarujá. It is located at Rua Quinto Bertoldi, 40, Vila Maia. Phone: +55 (13) 3389-1515.

In the city of Santos, approximately one hour from Guarujá, there are two main hospitals:

- Hospital Ana Costa: Located at Rua Pedro Américo, 60, Campo Grande, it is one of the most renowned hospitals in the region, offering a wide range of medical specialties and modern facilities.
- Santa Casa da Misericórdia de Santos: Situated at Avenida Senador Pinheiro Machado, 777, Campo Grande, this is one of the city's most traditional hospitals, providing high-complexity care and an efficient emergency department.

Vaccines

In Brazil, there is no requirement for proof of vaccination to enter the country. However, the Brazilian Ministry of Health recommends that international tourists update their vaccination status before arriving in Brazil, in line with the vaccination guidelines of their country of origin or residence. Special attention should be given to vaccines against yellow fever, polio, measles, rubella, diphtheria, and tetanus.

PROGRAM CONTACTS

- Regional acompañantes

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- Logistics - Michelle (sisterfundsevents@uafanp.org)
- Program - Ava (adanlog@uafanp.org)



We've created an event playlist, you can add your favorites songs here: <https://open.spotify.com/playlist/1wTZhgxyzqzMoFRVQViiPt?si=c7b903e7c3af489c&pt=f8761d7dd76a2da206918e5bc6432fa8>

Sustainable Event Practices

In line with our commitment to sustainability, the event will minimize paper use. Attendees are encouraged to access materials digitally. Wi-Fi will be available throughout the venue to easily access agendas, presentations, and updates.

💡 Last but not Least...

This convening is about connection, learning, and creativity. Let's bring our curiosity, openness, and sense of humor—we'll make this an unforgettable experience together.



Words to practice your Portuguese

- Hello: Olá! or Oi!
- How are you?: Tudo bem?
- Friend: Amiga (female), Amigo (male), Amigue (non-binary)
- Party: Festa
- To be hung over: Estou de ressaca (I am hangover)

- A black coffee: Um café preto
- Thank you: Obrigada! (female) Obrigado (male) Obrigade (non-binary)
- Delicious: Uma delícia!
- How much is it? : Quanto custa?
- Bye: Tchau!

Palavras para praticar seu português