



Note No. A108/22

Protocol Directorate of the Foreign, Commonwealth & Development Office presents its compliments to all Diplomatic Missions, and has the honour to refer to a recent communication, enclosed with this Note Verbale from Heathrow VIP at Heathrow Airport.

The Note Verbale is regarding an update to the Heathrow VIP Service, **with effect from 14th June 2022.**

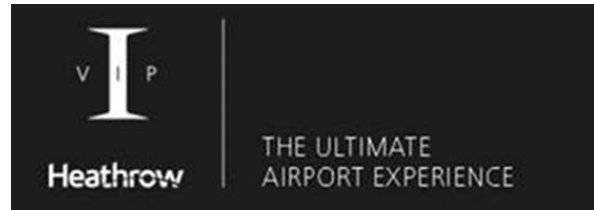
Protocol Directorate of the Foreign, Commonwealth & Development Office avails itself of this opportunity to renew to all Diplomatic Missions the assurances of its highest consideration.

FOREIGN, COMMONWEALTH & DEVELOPMENT OFFICE

LONDON

12 May 2022





12th May 2022

Dear Heathrow VIP Guest,

We are delighted to announce that our Spelthorne Suite located at Terminal 4, will re-open for business on 14th June 2022.

As such, all Heathrow VIP Mission bookings departing via Terminal 4 only, will resume taking place at our Spelthorne Suite, as per pre-pandemic.

All other Mission bookings will continue to be serviced at our Windsor Suite.

Please note, any Mission staff who are not travelling and wish to be present at a guest's departure from the Spelthorne Suite, are required to hold a valid and fully operational airside pass to gain access to the suite.

If you have recently made a booking request for our Windsor Suite from June 14th onwards and are departing from Terminal 4, a member of our team will be in contact to make arrangements to move your booking to the Spelthorne Suite.

All Black Service bookings will continue to operate out of our Windsor Suite, which you are welcome to book, subject to availability. Please note that the standard diplomatic rates do not apply to our Black Service and full details of pricing can be found on our website: <https://www.heathrowvip.com/s/faqs>.

Finally, we thank you for your continued support and understanding at this time and we look forward to welcoming you and your guests to Heathrow VIP.

With very best wishes,

Karolina Silczuk

VIP and Premium Services Lead