



To members of 3GPP TSG-RAN WG2 1(7)

5.3. 1999

INVITATION TO THE 3GPP TSG RAN WG2 MEETING #3 TO BE HELD ON 13 - 16 April 1999 IN YOKOHAMA, JAPAN

Dear Colleagues,

On behalf of RAN WG2 Chairman, Mr. Denis Fauconnier, DoCoMo has the pleasure to inform you of the arrangements of the above mentioned meeting.

Date/Time: 13 – 16 April, 1999, starting at 9.00 on the 1st day (Tuesday)
Registration will take place on 13th April between 08:30 and 09:00.

Place: The meeting will take place in the following address:
9th FL, Meeting room Yokohama symposia in Sangyo Boeki Center Bldg.
2, Yamashita-cho, Naka-ku, Yokohama, 231-0023, Japan
Tel: +81 45 671 7151
Yokohama symposia Webaddress:
http://www.city.yokohama.jp/me/ycvb/EnglishHP/Facility/sympo_e.html

Attached to this invitation, you will find registration form, information on accommodation, and the travel information to Yokohama area from Narita airport.

Please also note the following important dates for your plan for attending this meeting.

Hotel Reservation cut-off date:	<u>19th March</u>
Registration deadline:	<u>1st April</u>
Contribution submission deadline:	<u>8th April</u>

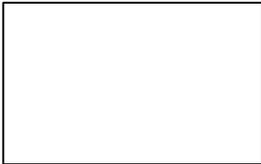
I look forward to seeing you all in Japan.

Yours sincerely,

Katsuhiko YAMAGATA
Senior Engineer
Radio Network Development Department
NTT Mobile Communications Network Inc.
e-mail **Error! Bookmark not defined.**

Encl.

Registration form
Hotel Reservation form
Travel information



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MEETING REGISTRATION FORM

FOR THE 3GPP TSG-RAN WG2 Meeting #3

To be held on 13-16 April 1999 In Yokohama, Japan

PLEASE COMPLETE THIS FORM AND SEND IT BY 1th April 1999 TO:

Mrs. Yoshiko Takano **FAX:** +81 468 40 3840

Title:	Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/>
Last Name:	
First Name:	
Company:	
Mailing address:	
Telephone:	
Fax:	
E-mail:	
Date and time of arrival:	
Date and time of departure:	

Status of Represented Membership (tick one box):

<p>1) <input type="checkbox"/> Organizational Partner Representative (SDO)</p> <p>Representing Partner: (tick one box below)</p> <p><input type="checkbox"/> ARIB</p> <p><input type="checkbox"/> ETSI</p> <p><input type="checkbox"/> T1</p> <p><input type="checkbox"/> TTA</p> <p><input type="checkbox"/> TTC</p> <p><input type="checkbox"/> Other: _____</p>	<p>2) <input type="checkbox"/> Individual Member⁽¹⁾ Representative **</p> <p>Representing Partner: (tick one box below)</p> <p><input type="checkbox"/> ARIB</p> <p><input type="checkbox"/> ETSI</p> <p><input type="checkbox"/> T1</p> <p><input type="checkbox"/> TTA</p> <p><input type="checkbox"/> TTC</p> <p><input type="checkbox"/> Other: _____</p>
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** Name of Represented 3GPP Individual Member Organization: _____
(for a list of 3GPP Individual Member Organisations see http://www.3gpp.org/Individual_Member.htm)

** I am the Voting Representative for this Individual Member

3) Market Representation Partner Representative (tick one box below)

UMTS Forum

Other: _____

Category of represented Individual Membership: (tick one box)

Administration

Manufacturer

Public Network Operator

Private Service Provider

Other: _____

(1) You can only represent an Individual Member organization of the 3GPP. Subsidiaries of Individual Member organizations need the authority of the represented Individual Member organization in order to register.



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INFORMATION RELATED TO SUBMISSION OF DOCUMENTS

Questions related to the document submission (other than document number allocation) can be put to:

Mr Katsuhiko YAMAGATA
Telephone: +81 468 40 3220
Fax: +81 468 40 3840
E-mail: yamagata@mlab.yrp.nttdocomo.co.jp

The documents should be at NTTDoCoMo no later than 8th April 1999 (in Japan), after having been allocated a number. *OTHERWISE, YOU HAVE TO BRING 80 COPIES OF EACH DOCUMENT WITH YOU TO THE MEETING!*

Any **document** that you wish to submit to the meeting should be **sent to the following E-mail address** (in an ETSI recognized format, use MIME for attachments) and clearly marked as input to **3GPP TSG RAN WG2 Meeting #3:**

Mrs Yoshiko Takano
E-mail: yoshiko@wsp.yrp.nttdocomo.co.jp



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HOTEL INFORMATION

Hotel booking

The participants are requested to do hotel reservation directly to hotels in Yokohama.

For information, the following hotel is reserved with special rate for the participants.

THE HOTEL YOKOHAMA

6-1 yamashita-cho Naka-ku Yokohama 231-8526 Japan

Tel: +81-45-661-8000

Fax: +81-45-662-3536

Room Rate: Single Occupancy (make use of Twin Room),
¥10,000 (exclude. Service charge, Tax and Breakfast) All days per night

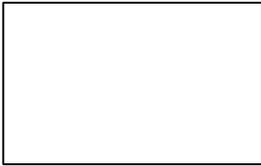
Cut-off Date: **19th March**

Note: On reservation, please declare that you are a participant of THE 3GPP TSG-RAN WG2 Meeting #3 for the special rate.

http://www.j-hotel.or.jp/member/kanagawa/THE_HOTEL_YOKOHAMA/welcome-e.html

From hotel to the meeting place

The Hotel Yokohama is located just one block apart from the meeting place.



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HOTEL RESERVATION FORM

3rd•@GPP TSG-RAN WG2 meeting
hosted byDo Co Mo

All reservations for Room accommodations can be made by Faxing or E-mail to:

Mr.Aoyagi
Manager, Room Reservations
THE HOTEL YOKOHAMA
FAX; +81-45-662-3536
TEL; +81-45-661-8000
E-mail; info@theyoko.co.jp

Please use this form to guarantee that you receive the special rates indicated below, indicating your request.

- šRoom rates (Service charge,Tax and Breakfast exclude) All days per night

Single Occupancy (make use of Twin type,Double type) **¥10,000**

- α(We) plan to arrive
- αtime
- α(We) plan to depart
- αtime

PLEASE NOTE: CHECK-IN TIME IS 2P.M.
CHECK-OUT TIME IS 11A.M.

- šMy preferred mailing address is;
- αFamily Name
- αFirst Name
- šBusiness Organization / Private and Address

- αPhone
- αFax
- αE-mail

Please send me confirmation of this reservation as soon as possible.

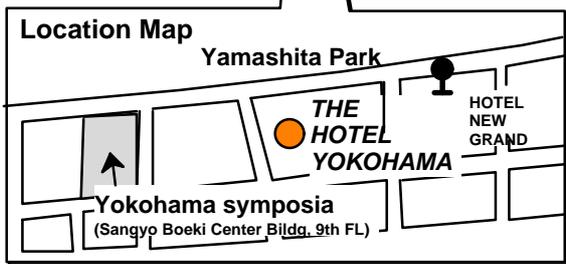
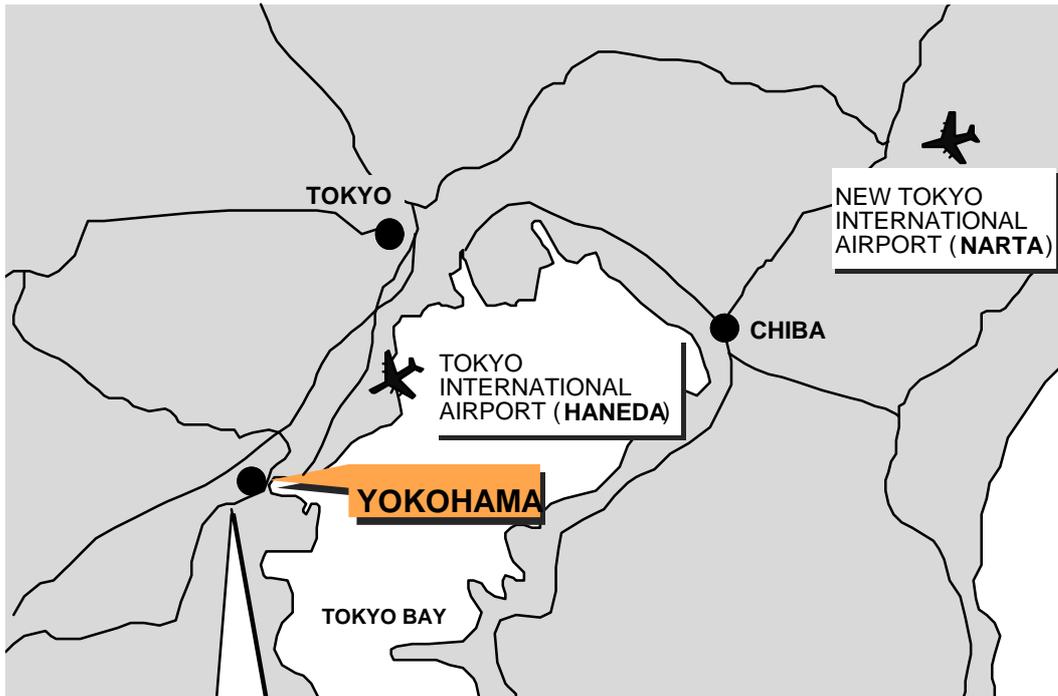


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TRAVEL INFORMATION





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ACCESS

(1US\$=\120 approx.)

From Narita Airport

1. Limousine & Taxi

To YCAT (Yokohama City Air Terminal) (90 mins. \3,500)

from YCAT to The Hotel YOKOHAMA (15 mins. approx. by taxi)

*There is also limousine service to hotels in Yokohama area, but infrequently.

2. Train< JR Narita Express (NEX)> & Taxi

To Yokohama station (95 mins. \4,180)

from Yokohama station (East Exit) to The Hotel YOKOHAMA (15 mins. approx by taxi)