**On behalf of ZTE Corporation, I am pleased to invite you to the following 3GPP meetings in Qingdao, P.R. China.**

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| --- | --- | --- | --- | --- | --- |
| **June 2017** | | | | | |
| **TITLE** | **TYPE** | **DATES** | **LOCATION** | **CTRY** |  |
| [3GPPRAN1-NR#2](https://portal.etsi.org/webapp/MeetingCalendar/MeetingDetails.asp?m_id=18512) | AH | 27 - 30 Jun 2017 | Qingdao | CN |  |
| [3GPPRAN2-NR#2](https://portal.etsi.org/webapp/MeetingCalendar/MeetingDetails.asp?m_id=18514) | AH | 27 - 29 Jun 2017 | Qingdao | CN |  |
| [3GPPRAN3-NR#2](https://portal.etsi.org/webapp/MeetingCalendar/MeetingDetails.asp?m_id=18516) | AH | 27 - 29 Jun 2017 | Qingdao | CN |  |
| [3GPPRAN4-NR#2](https://portal.etsi.org/webapp/MeetingCalendar/MeetingDetails.asp?m_id=18849) | AH | 27 - 29 Jun 2017 | Qingdao | CN |  |

The meetings of RAN1 and RAN4 will be held in **Le Meridien Qingdao** and in **Westin Qingdao** for RAN2 and RAN3 respectively. Two blocks of rooms have been reserved in both meeting hotels under the name of **3GPP** and a stand-by block of rooms has been reserved in **Shangri-La Qingdao** for further accommodation need in case the above two mentioned hotels were fully booked. Please note: conference room will be only in Le Meridien Qingdao and Westin Qingdao.

## IMG_20160710_14290Please refer to the reservation information in the following pages for the group rates. Delegates are responsible for their own hotel reservations. The cutoff date is **May 15, 2017**. (Please note that beyond this point reservation may be considerably more expensive and subject to availability since the meeting time is in the high season of tourism in Qingdao.)

In addition to hotel reservation, it is important to perform the online meeting registration at the 3GPP website before **May 15, 2017**. This provides meeting planners with necessary logistic information.

For entering China, it is required to hold either tourism or business visa. Should you require a personal letter of invitation for your business visa application, please send an email to the address in Appendix A. Your email should attach the form in **Appendix A** filled with all necessary information and be sent out before **May 5, 2017**. For Chinese Embassy or Consulate information, please visit website <http://www.fmprc.gov.cn/eng/>. You may need multiple-entry visa if you will go to Hong Kong or Macau during your stay in China.

The RAN1 meeting will start on Tuesday 27 June at 9:00 and end on Friday 30 June by 18:00, and the RAN2, RAN3 and RAN4 meetings will start on Tuesday 27 June at 9:00 and end on Thursday 29 June by 18:00.

Meeting directions and general information are provided in the following pages.

We are looking forward to seeing you in Qingdao, P.R. China.

Sincerely yours,



**Xinhui Wang**

Director of Wireless Standardization and Industrial Relationship

General Meeting Information

**Host Contacts:**

Ms.Zhang.Yu

Mobile: +86 15921308630

Tel: +86 21 68895790

Email: zhang.yu38@zte.com.cn

**Meeting Venue:**

**Le Meridien Qingdao ( for RAN1 and RAN4 )**

Address: 112 Yanji Road, Qingdao, Shandong Province 266034 P.R. China

Phone: +86 532 5556 3888

Website: lemeridien.com/qingdao

**Westin Qingdao ( for RAN2 and RAN3 )**

Address: No.8 Hong Kong Middle Road, Shinan District, Qingdao, Shandong Province 266071 P. R. China

Phone: + 86 532 6777 1888

Website: [www.westin.com](http://www.westin.com)/qingdao

**Wireless LAN:**

This will be a paperless meeting.

MCC will provide and administer WLAN during the meeting.

Accommodation Information

**Le Meridien Qingdao**

**Group Rates:**

Deluxe Room: CNY 900 net per room per night with one or two daily breakfasts

Club Room: CNY 1050 net per room per night with one or two daily breakfasts

Suite Room: CNY 1500 net per room per night with one or two daily breakfasts

The above rate includes 10% surchage and 6% VAT. Broadband Internet access is complimentary in guest rooms.

**Westin Qingdao**

**Group Rates:**

Westin Room （King） CNY 950 net per room per night with one or two daily breakfasts

Westin Room （Twin）: CNY 950 net per room per night with one or two daily breakfasts

Westin Studio Room: CNY 1100 net per room per night with one or two daily breakfasts

The above rate includes 10% surchage and 6% VAT. Broadband Internet access is complimentary in guest rooms.

**Shangri-La Qingdao**

**Group Rates:**

Deluxe Kingsize/Twins Room: CNY 980 net per room per night with one or two daily breakfasts

The above rate includes 10% surchage and 6% VAT. Broadband Internet access is complimentary in guest rooms.

**Cut-off Date: May 15, 2017**

**Check-in/Check-out Time:**

Check in after 02:00 PM

Check out before 12:00 PM

**Reservations:**

* For reservation at **Le Meridien Qingdao,** the **Westin Qingdao** and the **Shangri-La Qingdao**, the Group Block Code **3GPP** has been successfully setup. Please be informed that individual reservations under the group rate can now be booked on the website.

You can use this direct hyperlink to access the web booking engine:

**Le Meridien Qingdao:**

[https://www.starwoodmeeting.com/Book/3GPPLMQD](javascript:void(0);)

**Westin Qingdao:**

[https://www.starwoodmeeting.com/events/start.action?id=1703086422&key=14EA4B54](javascript:void(0);)

**Shangri-La Qingdao:**

http://www.shangri-la.com/reservations/booking/en/index.aspx?hid=SLQ&group\_code=**3GPP**230617&check\_in=20170623&check\_out=20170703

**Please Note:**

ZTE is not responsible for reservation confirmations, cancelled or changed reservations, or no-shows. Please contact the hotel directly to make any changes.

**Transportation Information**

**Qingdao Liuting International Airport**

Taxi Charge (one way):￥75 ([CNY](http://www.oanda.com/convert/classic?user=sixcontinents&lang=en&exch=CNY&value=120.0))

Time by taxi: About 60 minutes

**Qingdao Railway Station**

Taxi Charge (one way):￥20 ([CNY](http://www.oanda.com/convert/classic?user=sixcontinents&lang=en&exch=CNY&value=120.0))

Time by taxi: About 18 minutes

**Qingdao North Railway Station**

Taxi Charge (one way):￥39 ([CNY](http://www.oanda.com/convert/classic?user=sixcontinents&lang=en&exch=CNY&value=120.0))

Time by taxi: About 22 minutes

**NOTE:** Credit card is not acceptable for taxis in P.R. China. The taxi drivers may not speak English, so for your convenience please print the name, address and phone number of the hotels in Chinese.

* **Le Meridien Qingdao**



* **Westin Qingdao**



* **Shangri-La Qingdao**

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****General Information for Stay in Qingdao****

**GSM/WCDMA/CDMA2000/TD-SCDMA/TD-LTE Coverage:**

There is GSM/WCDMA/CDMA2000/TD-SCDMA/ TD-LTE coverage in Qingdao.

**Currency:**

Until March 2017, 1 U.S. dollar is worth ￥6.90 CNY and 1 Euro is worth ￥7.31 CNY. Most foreign currencies are easily changed at banks or hotels in P.R. China.

**Time Zone:**

GMT +8 hours

**Voltage:**

Commercial power in China is **220V**. Please be sure you have the correct adapter. Voltage converters will **not** be provided at the meeting.

**Sightseeing:**

Please refer to:

<http://www.qdta.cn:75/en>/

Average temperatures in June are 20~26 degrees Celsius. An umbrella will be useful.

***Have a successful meeting and enjoy your stay in Qingdao!***

Appendix A

**INVITATION LETTER REQUEST FORM**

To enter China for the meetings indicated above, you may need a letter of invitation from the Chinese host, which you will need to present to the Chinese Embassy/Consulate in your area in order to obtain your visa. In order to obtain the invitation letter, please fill out the form below and send it to:

* Ms. Xu Huiping of ZTE Corporation
* Email:  [xu.huiping@zte.com.cn](mailto:%20xu.huiping@zte.com.cn)

With the email subject: **Invitation letter request for 3GPP meetings**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Company** |  | | | | |
| **Applicant Information** |  | | | **❒Male ❒Female** | |
|  |  | | |  | |
|  | **Date of birth :** | | |  | |
|  | **If the country in which you'll obtain your visa is different from your nationality, please indicate it here:** | | | | |
| **Address** | **Telephone Number:**  **Fax Number:**  **E-mail:** | | | | |
| **Cities to visit after entry** | **(In this case, it is Qingdao by default; if you want to visit other places than Qingdao, please indicate here.)** | | | | |
| **Purpose of Visit** | **(****If you have any other business affairs than 3GPP meetings during the same trip, please provide your itinerary, including detailed dates, destinations and purposes.)** | | | | |
| **Date of arrival at China** | |  | **Date of departure from China** | |  |

A scanned copy of the invitation letter is typically accepted by local Chinese Embassies / Consulates for processing visa requests. Therefore, **without a special request for original invitation letter, ZTE will provide by default a scanned copy of the invitation letter**. Please confirm whether your local Chinese Embassy / Consulate requires the original invitation letter for processing your visa request and let us know if it is needed. The invitation letter will be provided within one week after receiving the email request.