**Invitation to**

**3GPP** **CT WG1#110 / WG3#96 / WG4#84 / WG6#88**

**April 16 – 20, 2018**

**Kunming, P. R. China**

Dear 3GPP colleagues,

On behalf of Huawei Technologies, we are pleased to invite you to the **3GPP CT WG1#110, CT WG3#96, CT WG4#84 and CT WG6#88** meetings in Kunming, P. R. China.



The meeting will be held at the **Wyndham Grand Plaza Royale Colorful Yunan Kunming**. The group rate is ￥800 CNY per night for superior room and double room (including one/two breakfast buffet, service charges and VAT). Broadband Internet access is free of charge in the guest rooms. Please refer to the hotel reservation information in the following pages for more information about group rates. Delegates are responsible for their own hotel reservations. Please send the reservation form (Appendix B) to the hotel by email before the cutoff date, **13 April 2018 (Note that reservation beyond this point may be subject to availability.)**

In addition to hotel reservation, it is important to perform the online meeting registration at the website: [3GPP Meeting Registration](http://webapp.etsi.org/3GPPRegistration/fMain.asp?mid=25668) before **8 April 2018**. This provides the meeting planner a better overview for the meeting organization.

Should you require a personal letter of invitation for your business visa application, please contact the host listed in **Appendix A** via email. Your email should attach the form in Appendix A filled with all necessary information and be sent out before **31 March 2018**. For Chinese Embassy or Consulate information, please visit website <http://www.fmprc.gov.cn/eng/>.

Travel and general information is provided in the following pages.

We are looking forward to seeing you in Kunming, China.

Sincerely yours,

Zhang, Zhaohui

On behalf of Huawei Technologies Co., Ltd.

General Meeting Information

**Meeting & Date:**

CT WG1#110 / WG3#96 / WG4#84 / WG6#88 April 16 – 20, 2018

**Location:**

Kunming, Yunnan, P. R. China

**Contact from the host:**

Ms. Sukie Yang Ms. Corinna Zhang

Tel: +86 18718688961 Tel: +86 15168260095

Email: [yangshu3@huawei.com](mailto:yangshu3@huawei.com) Email: [zhangzhuyun@huawei.com](mailto:zhangzhuyun@huawei.com)

**Hotel Information:**

Wyndham Grand Plaza Royale Colorful Yunan Kunming (Website: [link )](http://www.wyndham.com)

Address: No. 569Dianchi Road, Kunming City ,Yunnan -P.R.China,

Phone: +86 871 68177777

Fax: +86 871 68177887

**Wireless LAN:**

This will be a paperless meeting.

MCC will provide and administer WLAN during the meeting.

Hotel Reservation Information

The Wyndham Grand Plaza Royale Colorful Yunan Kunming will be providing the accommodations for the meeting.

**Group Rate:**

superior room (king/twin) ￥800 CNY per room per night

The above rate includes one/two breakfast buffet, 10% service charge and 6% VAT. Broadband Internet access is complimentary in guest rooms.

**Cut-off Date: 13 April 2018**

Please make your reservation before the cutoff date to ensure the reduced group rate. Reservation beyond this point may be subject to availability.

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

Check in after 02:00 PM

Check out before 12:00 PM

**Reservations:**

Please fill out the form in Appendix B and email the completed form to the hotel.

**Cancellation Policy:**

Please refer to Appendix B.

**Please Note:**

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

**Transportation Information**

Kunming is the Capital of Yunnan Province. Wyndham Grand Plaza Royale Colorful Yunnan Kunming is located at the first city of the South Asian of Kunming city south area. Wyndham Grand Plaza Royale Colorful Yunnan Kunming is near Kunming Xishan Wanda Plaza, Kunming Wanda twin towers, Blu-ray Kunlun center, Travel is very convenient.

**There will be direct flight connections from Hongkong, Beijing, Shanghai and Shenzhen to Kunming (Airport code: KMG).**

**Local Attractions:**

* Yunnan Nationalities Villages    6 km     about charge within RMB30
* Xishan Scenic Area        10 km    about charge within RMB45

**Airport:**

**Travel Distance: approximately 35 km**

Travel time: 40 mins

Taxi fee: approximately **RMB 120**

**Railway:**

Kunming Nan Railway Station

Travel Distance: approximately  24 km

Travel time: 40 mins

Taxi fee: approximately   RMB 100

**Please Note**: Most taxi drivers do not speak English, so make sure you have the name of your hotel or address written in Chinese. The following is the name, address and phone number of the Wyndham Grand Plaza Royale Colorful Yunnan Kunming in Chinese:

昆明七彩云南温德姆至尊豪庭大酒店

昆明市西山区滇池路569号

电话：+86 871 68177777

****General Information for Stay in Kunming****

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

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

**Currency:**

Until 11th January 2018, 1 U.S. dollar was worth ￥ 6.52 CNY and 1 Euro was worth ￥ 7.79 CNY. Most foreign currencies are easily changed at banks or hotels. Local banks are typically open from 9am to 5pm from Monday to Friday, while weekend working hours may vary by institution. You will be required to present your identification card or passport in order to access foreign exchange services.

Several ATMs are conveniently located in the vicinity of the hotel.

**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.



Please don’t hesitate to direct any questions regarding the logistical arrangements of this meeting to the Meeting Coordinators:

[yangshu3@huawei.com](mailto:yangshu3@huawei.com)

Or

[zhangzhuyun@huawei.com](mailto:zhangzhuyun@huawei.com)

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

Appendix A

**3GPP CT WG1#110 / WG3#96 / WG4#84 / WG6#88**

**April 16 – 20, 2018**

**Kunming, P. R. China**

**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:

1. fill out the form below
2. a scanned copy of your passport (the name, date of birth, nationality, passport number, passport validity date, etc. must be seen clearly; to ensure readability; a scanned photograph page is preferred.)
3. a scanned copy of the latest Chinese visa (one or two records) if your entry is not the first time
4. send all of the above via email to [ct1346\_visa@huawei.com](mailto:ct1346_visa@huawei.com) before **31 March 2018**

NOTE: please send your application form in WORD file.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full name of Company\*** | |  | | |
| **Surname\*** | |  | **Given name\*** |  |
| **Gender（**√**）****\*** | | **Male （） Female（）** | | |
| **Birthday (YYYY-MM-DD) \*** | |  | **Nationality\*** |  |
| **Tel No.** | |  | **Job Title\*** |  |
| **Passport No. \*** | |  | **Place of Issue Passport\*** |  |
| **Expired Date of Passport (YYYY-MM-DD) \*** | |  | | |
| **Destination Country/Area & City/ Places to visit after entry (In this case, it is Shenzhen by default; if you want to visit other places than Shenzhen, please indicate here)** | | | | |
| **Country\*** |  | | **City\*** |  |
| **Visa Issued Country/Area & City (If the country in which you'll obtain your visa is different from your nationality, please indicate it here:[ Country to obtain your visa])** | | | | |
| **Country\*** |  | | **City\*** |  |
| **Duration (YYYY-MM-DD) \*** | | | | |
| **From\*** |  | | **To\*** |  |
| **Purpose** | | | | |
| **Address** |  | | | |
| **Fax No.** |  | | | |
| **E-mail:** |  | | | |

End of form

(Please do not forget to attach a copy of your passport photograph page before sending.)

Appendix B

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| --- | --- | --- | --- |
| **3GPP CT WG1#110/ WG3#96 / WG4#84 / WG6#88 April 16 – 20, 2018 (Hosted by Huawei)** | | | |
| Hotel Reservation Form | | | |
| All reservations are subject to confirmation by the hotel. Kindly email your completed booking form to [reservations.colorful@wyndhamgpr.com](mailto:reservations.colorful@wyndhamgpr.com) before 13 April 2018. Any booking received after this due date will be subject to availability. If you have not received a confirmation via fax or email within 48 hours of sending this form, please send an email to [sandy.li@wyndhamgpr.com](mailto:sandy.li@wyndhamgpr.com) or call us by +86 871 68177777 or send Fax to us by +86 871 68177887  Wyndham Grand Plaza Royale Colorful Yunnan Kunming will send a confirmation upon receipt of this completed form. | | | |
| Last name: | | First name: | |
| Mobile: | | E-mail: | |
| Company: | | Nationality: | |
| **Room preference:** | | | |
| Superior Room – (CNY800) Twin Room – (CNY800) | | | |
| Smoking Room Non-Smoking Room | | | |
| All above rates are per room per night.  All above rates are inclusive of one daily buffet breakfast(Twin Room 2 Breakfasts).  All above rates are inclusive of 10% service charge and 6% VAT.  All above rates are applied from **April 13th to April 23th, 2018** based on room availability. | | | |
| **Travel details:** | | | |
| Arrival Date: | Flight number: | | Arrival time: |
| Departure Date: | Flight number: | | Departure time: |
| CHECK-IN TIME is 2:00pm. To guarantee early check-in, please book one night prior to arrival.  CHECK-OUT TIME is 12:00 noon. Extended use of guest room till 6:00pm on day of departure is subject to half day’s rate. Thereafter, is subject to full day’s rate. | | | |
| **Cancellation Policy**  - Reservation must be guaranteed by credit card  - Please offer your own credit card to guarantee your booking  - Please note that cancellation fee will be assessed if you cancel the booking :   * Free cancellation: 3 days before your arrival (Handing fee wil be deducted from your credit card by your bank according to the bank’s policy). * For the late cancellations will be charge full room fee. | | | |
| American Express  Master Card  Dinners Club  Jcb  Visa  Others | | | |
| Credit Card Number: | | Expiry Date: | |
| Card Member’s Name: | | Singnature: | |
| ***Special requests:*** | | | |
| Please indicate any special requests or more information concerning your booking | | | |