

October 4, 2002

SUBJECT: **INVITATION TO THE TSG #18 MEETINGS**
RAN- DECEMBER 3 –6, 2002 (Start 09.00 – Finish 17.00 or at Chairman’s Discretion)
CN- DECEMBER 4 –6, 2002 (Start 09.00 – Finish 17.00 or at Chairman’s Discretion)
T- DECEMBER 4 –6, 2002 (Start 09.00 – Finish 17.00 or at Chairman’s Discretion)
3GPP Evolution Ad-Hoc – December 9, 2002 (Start 07.00 – Finish 11.30 or at
Chairman’s Discretion)
SA- DECEMBER 9 –12, 2002 (Start 13.00 – Finish 17.00 or at Chairman’s Discretion)

IN NEW ORLEANS, LOUISIANA, USA

**This will be a paperless meeting. Documents will be provided via a wireless LAN.
Please remember to bring your wireless LAN card.**

Dear Colleagues,

On behalf of the “North American Friends of 3GPP” I am pleased to invite you to the TSG #18 meetings in New Orleans, Louisiana, USA.

The meetings will be held at the Hotel Inter-Continental New Orleans, just a few minutes from the French Quarter. A block of rooms has been reserved at the hotel under the name **3GPP**. The reduced room rate is \$175+ tax for single or double occupancy. You will find a reservation fax form at the end of this invitation. Please read the reservations section of the invitation for more information regarding booking your room.

Please take a few minutes to register for the meeting. The registration form can be found on the 3GPP website. Please visit <http://webapp.etsi.org/3GPPRegistration/fMain.asp?mid=> to register on line. Your completed registration helps in the accurate planning of the meeting.

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

The chairmen will send the meeting agenda as soon as possible.

We are looking forward to seeing you in New Orleans.

Sincerely,

Gary Jones, On behalf of the “North American Friends of 3GPP”
T-Mobile
Tel.: +1 202 654 5950
Global Mobile: +1 703 981 3357
Email: gary.jones@t-mobile.com

General Meeting Information

Meeting:

TSG #18

Dates:

RAN- December 3 – 6, 2002

CN- December 4 – 6, 2002

T- December 4 – 6, 2002

3GPP Evolution Ad-Hoc – December 9, 2002

SA- December 9 – 12, 2002

Submission of documents:

Please contact the Secretary of each relevant Group to obtain a Tdoc template and an allocated Tdoc number:

RAN Secretary, Mr Cesar Gutierrez Tel: +33 4 92944321, email: cesar.gutierrez@etsi.org

T, Secretary, Mr Friedhelm Rodermund, Tel: +33 4 92944324, email: friedhelm.rodermund@etsi.org

CN Secretary, Mr David Boswarthick, Tel: +33 4 92944278, email: david.boswarthick@etsi.org

SA Secretary, Mr Maurice Pope, Tel: + 33 4 9294 4259, email: Maurice.pope@etsi.org

Location:

New Orleans, Louisiana, USA

Hosts:

The “North American Friends of 3GPP”

AT&T Wireless, Cingular Wireless, Cisco Systems, Conexant, Ericsson, InterDigital Communications, Lucent, Nokia, Nortel Networks, Sharp Laboratories, Snowshore, Tantivy, T-Mobile, TruePosition

Contact:

Gary Jones, On behalf of the “North American Friends of 3GPP”

T-Mobile

Tel.: +1 202 654 5950

Global Mobil: +1 703 981 3357

Email: gary.jones@t-mobile.com

Hotel Address and Contact Information:

Hotel Inter-Continental New Orleans

444 St. Charles Avenue

New Orleans, LA 70130-3171

USA

Tel.: +1 504 525 5566

Fax: +1 504 585 4350

Hotel Website:

<http://new-orleans.interconti.com/>

Room Rate: \$175 + tax per night

Cut-off Date:

November 8, 2002

Please be sure to make your reservations before the cut off date to insure the lower group rate. Rates may be significantly higher after the cut-off date.

Check-in/Check-out Times:

Check in - 4:00 pm

Check out – 12:00 am

Reservations:

Reservations can be made via telephone or fax. To make your reservation by phone, call **+1 800 445 6563** within the USA and **+1 504 525 5566** outside the USA. Please be sure to mention that you are with the 3GPP meeting to receive the reduced group rate. To make your reservation by fax, fill out the form on the last page of this invitation and fax the completed form to **+1 504 585 4387**.

Faxed Reservations:

If you have not received a faxed confirmation of your reservation within 72 hours of faxing your form, please contact the hotel at **+1 504 525 5566**.

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

Airport:

New Orleans International Airport (MSY)

Please Note:

This will be a paperless meeting. A wireless LAN will be set up for document distribution. Please be sure to bring your wireless LAN card to the meeting.

Phone charges:

Each delegate is responsible for verifying any toll charges that may be incurred by placing local, long distance and toll-free calls from a guest room.

A connection fee of \$1.25 will be charged for all +1 800 and local calls made from the guest room.

Please note that this was the cost of calls at the time this invitation was distributed.

This charge is subject to change.

GSM Coverage:

There is GSM coverage in New Orleans.

Cell Phone Rental:

The SK Group has arranged special rates for 3GPP delegates with Cellhire, the world leader in wireless rentals. Cellhire is able to provide mobile communications nearly anywhere in the world. Please contact (877) 467-1355 and quote affiliate #3909 to receive your special rate and more information.

Time Zone

New Orleans is located in the Central Time Zone

Taxi/Shuttle Information:

The hotel is a 25 minute ride from the airport.

A taxi from the airport will cost approximately \$24.00 one way.

A shared ride shuttle from the airport will cost \$10.00 one way. Shuttles leave from the baggage claim area of the airport 24 hours per day.

Directions from Airport to the Hotel Inter-Continental New Orleans:

- Proceed into the Central Business District on I-10 East.
- Exit in the left lane at Exit 234B, Poydras Street/Superdome.
- Continue on Poydras to Carondelet Street (approximately 6 blocks).
- Turn left on Carondelet.
- Take the first right onto Peridido Street.
- Proceed one block on Peridido to St. Charles Avenue. You will be directly in front of the hotel.
- Turn right onto St. Charles, and then turn left immediately into the hotel driveway entrance.

Rental Car Information:

BUDGET:

<https://rent.drivebudget.com/Home.jsp>

US Reservations: +1 800 527 0700

HERTZ:

US toll-free reservations: +1 800 654 3001

www.hertz.com

Local Number: +1 504 468-3695

THRIFTY:

US toll-free reservations: +1 800 847 4389

www.thrifty.com

Local Number: +1 504 463-0800

Parking:

The Hotel Inter-Continental New Orleans offers valet parking with in/out privileges at the rate of \$25.00 per day. There is also an independent parking garage attached to the hotel. This garage charges \$10.00 per day, but charges each time the car is removed.

Voltage:

110 Volts

Please be sure you have the correct adapter. Voltage converters will not be provided at the meeting.

Visa Information:

Please contact Shannon Kolka at Shannon@theskgroup.com should you require a personal letter of invitation. Your email must include the following information in order for it to be processed:

1. Family name (last name)
2. Forename (first name)
3. Birth date (month/date/year)
4. Passport number and issuing country
5. Gender
6. Company name
7. Company/mailing address
8. Country
9. Telephone number
10. Fax number
11. Name of meeting

Letters will only be sent via Federal Express mail upon request.

Letters will be sent via fax unless otherwise indicated on the request.

Please do not contact ETSI, the meeting chairman, or the “North American Friends of 3GPP” representative for a visa letter. Letters will be processed within 7 days of receiving an email request. If you have not received your letter within 7 days or have any changes after receiving a faxed copy, please contact Shannon Kolka at Shannon@theskgroup.com.

New Orleans Dining:

Please visit the following sites for a complete listing of local restaurants and reviews.

<http://www.neworleansrestaurants.com/>

<http://new.orleans.diningguide.net/>

Area Attractions

A complete guide to New Orleans

<http://www.neworleansonline.com/>

Weather

Current weather conditions in New Orleans

<http://weather.cnn.com/weather/forecast.jsp?locCode=MSY>

Sightseeing

<http://www.experienceneworleans.com/sights.html>

Nightlife

http://www.frommers.com/destinations/indexnight.cfm?directory=neworleans&destid=20&MH=1000&order=night_life_name&order_type=NULL

Shopping:

The Riverwalk Shopping Area <http://www.riverwalkmarketplace.com/>

Please direct any questions regarding the logistical arrangements of this meeting to the
3GPP Meeting Coordinators:

The SK Group
Suzanne Schlanger
Shannon Kolka
Tel. +1 310 286 9262
Fax +1 310 286 9263
Suzanne@theskgroup.com
Shannon@theskgroup.com

Have a great meeting and enjoy your stay in New Orleans!

TSG #18 Hotel Fax Reservation Form

Cut-off Date: November 8, 2002

Room Rate: \$175 USD + Tax

Cancellation Policy: Reservations must be cancelled 72 hours before arrival to avoid a penalty of one night's room and tax.

Name of Meeting: 3GPP

Meeting Date: December 2 -12, 2002

Please fax this form to *Hotel Inter-Continental New Orleans* at + 1 504 585 4387

Guest Information

Name of Guest: _____

Number of people: _____

Guest Address: _____

Date of Arrival: _____

Date of Departure: _____

Guest Telephone Number: _____

Guest Fax Number: _____

Billing information to be used as a guarantee

Credit Card Type: _____

Credit Card Number: _____

Expiration Date: _____

Billing Address of Credit Card Holder: _____

Signature: _____

Room Type (Please circle one)

Smoking Non-Smoking

Single Double

Please make your reservations before the cut-off date (November 8, 2002) to insure the reduced group rate. If you need assistance in making your reservation, please do not hesitate in calling the hotel.

Hotel Inter-Continental New Orleans Tel: +1 504 525 5566