INVITATION TO THE 3GPP TSG RAN WG4 MEETING #4 TO BE HELD ON 10 - 12 May 1999 IN Kista, STOCKHOLM, SWEDEN

Dear Colleague,

On behalf of Mr Howard Benn, chairman of RAN WG4, Ericsson has the pleasure to inform you of the arrangements for the meeting.

The venue of this meeting will be:

Electrum
Isafjordsgatan 22
SE-164 40 KISTA
Sweden

Electrum Web address:
http://www.advisumab.se/kistakartan/electrum/vb/eleceng.htm
http://www.advisumab.se/kistakartan/electrk/electrk.htm

The meeting will start on 10 May 1999 at 9.00 and will end on 12 May 1999 at approximately 17.00. Registration will take place on the first day of the meeting between 8.30 and 9.00.

The responsible for the administrative arrangements of the meeting is Sharon Pettersson to whom you should return the registration form (either by e-mail or fax) before 3 May 1999 and should contact concerning any administrative arrangements. Fax: +46 8 404 4080, Tel: +46 8 757 3249, E-mail: meeting.smg@era.ericsson.se.

Added to this invitation you will find registration forms, information about accommodation, Stockholm area and transport.

I look forward to seeing you in Stockholm.

Yours sincerely,

Per Björndahl
Manager
Telecom Standardization and Regulation

ERICSSON RADIO SYSTEMS AB
WCDMA Systems

Enclosures:

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Registration Form

3GPP TSG RAN WG4 Meeting #4, 10-12 May 1999
Kista, Sweden

Please fill in this form and send it by 3rd of May 1999 to:
Sharon Pettersson, E-mail sharon.pettersson@era.ericsson.se or Fax: +46 8 404 80 40

<table>
<thead>
<tr>
<th>Title:</th>
<th>Ms [ ] Mr [ ]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Name:</td>
<td></td>
</tr>
<tr>
<td>First name:</td>
<td></td>
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<tr>
<td>Company</td>
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<tr>
<td>Mailing address:</td>
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<tr>
<td>Telephone:</td>
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<td>Fax:</td>
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<tr>
<td>E-mail:</td>
<td></td>
</tr>
</tbody>
</table>

Date and time of arrival: __________________________
Date and time of departure: __________________________

I will attend: [ ]
I am unable to attend on this occasion: [ ]

Status of Represented Membership (tick one box in **one** column 1, 2 or 3):

1) [ ] Organizational Partner
   Representative (SDO)
   (tick one box below)
   **Representing Partner:**
   (tick one box below)
   [ ] ARIB
   [ ] ETSI
   [ ] T1
   [ ] TTA
   [ ] TTC
   [ ] Other:

2) [ ] Individual Member
   Representative
   (tick one box below)
   **Representing Partner:**
   (tick one box below)
   [ ] ARIB
   [ ] ETSI
   [ ] T1
   [ ] TTA
   [ ] TTC
   [ ] Other:

3) [ ] Market Representation
   Partner Representative
   (tick one box below)
   **Representing Partner:**
   (tick one box below)
   [ ] UMTS Forum
   [ ] GSA
   [ ] Other:

**Individual Member organization***
name:**
[ ] I am the voting representative for this Individual Member.

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*For a list of Individual Member organizations, see [http://www.3gpp.org/Individual_Member.htm](http://www.3gpp.org/Individual_Member.htm)*
INFORMATION RELATED TO SUBMISSION OF DOCUMENTS

For number allocation please contact: Mr Howard Benn by

E-mail: bennh@ecid.cig.mot.com

The document file should be at Ericsson, through the e-mail address below, no later than 5th May 1999, after having been allocated a document number.

Otherwise you have to bring 60 copies of each document with you to the meeting!

Any document that you wish to submit to the meeting should be sent to this E-mail address (in an ETSI recognised format, use MIME for attachments) and clearly marked as input to 3GPP TSG RAN WG4 Meeting #4:

meeting.smg@era.ericsson.se

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

Ms Sharon Pettersson
Telephone: +46 8 757 3249
Fax: +46 8 404 8040
E-mail: sharon.pettersson@era.ericsson.se
HOTEL INFORMATION

Hotel block bookings have been made at three hotels:

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Memory Hotel
Borgarfjordsgatan3
PoB 1092
SE-164 25 Kista
Sweden

Tel +46 8 793 07 00
Fax +46 8 793 08 00

The hotel is close to the conference centre.
Web address: http://www.memoryhotel.se/
Info about Memory Hotel surroundings:
http://www.advisumab.se/kistakartan/memory/memeng.htm

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First Hotel Amaranten
Kungsholmsgatan 31
P.O. Box 8054
SE-104 20 Stockholm
Sweden

Tel +46 8 654 10 60
Fax +46 8 652 62 48

The hotel is situated in the Stockholm City

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Radisson SAS Royal Viking Hotel
Vasagatan 1
PO Box 234
SE-101 24 Stockholm
Sweden

Tel +46 8 141 000
Fax +46 8 108 180
E-mail: sales@stozs.rdsas.com

The hotel is situated in the Stockholm City.
Web address https://www.radisson.com/mainframe.html
and choose “Stockholm”, “Sweden”, “Downtown” and “Royal Viking”. On this
Web site there is also a map.

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If you would like to make use of these block reservation, please return the
enclosed Hotel Reservation. The “first come first served” principle applies.

You should NOT make the reservation directly to the hotel.
# HOTEL RESERVATION FORM

For the 3GPP TSG RAN WG4 Meeting #4, 10-12 May 1999.
Please complete ALL sections in BLOCK CAPITALS and send it no later than 3rd May to:

*Ms Jessica Agdahl, fax: +46 8 681 3585 (Tel: +46 8 681 3590) or e-mail: remhotel@rem.ericsson.se*

The “first come first served” principle apply.

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Rate Single room</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEMORY</td>
<td>1090:- SEK</td>
</tr>
<tr>
<td>AMARANTEN</td>
<td>925:- SEK</td>
</tr>
<tr>
<td>Radisson SAS ROYAL VIKING</td>
<td>1210:- SEK</td>
</tr>
</tbody>
</table>

I would like to reserve .......... single room (s) for the following nights at the above marked hotel to the special rate.

<table>
<thead>
<tr>
<th>Dates:</th>
<th>Arrival: .................... Departure: .....</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>_________________________________________</td>
</tr>
<tr>
<td>Company:</td>
<td>_________________________________________</td>
</tr>
<tr>
<td>Address:</td>
<td>_________________________________________</td>
</tr>
<tr>
<td>Fax*:</td>
<td>_________________________________________</td>
</tr>
<tr>
<td>Tel*:</td>
<td>_________________________________________</td>
</tr>
</tbody>
</table>

(* = including country code)

Please guarantee my room for late arrival.

<table>
<thead>
<tr>
<th>Credit Card no</th>
<th>Expire date</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________________________</td>
<td>____________________________</td>
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</tbody>
</table>
TRAVEL INFORMATION

A. Travel from Arlanda airport to Stockholm City.

Travel from Arlanda airport can be done by bus or taxi.

1. Bus:
There are bus services to Stockholm City. The buses operate at about 10 minutes interval most times of the day. The City Bus Terminal is located in the centre of the city. From there we suggest you take a taxi to the First Amaranten Hotel. The City Bus Terminal is very close to the Royal Viking Hotel.

There are bus services to Kista, but the frequency of operation to Kista is not too high. Inquire at the airport if there is a suitable bus when arriving.

2. Taxi:
If you choose to go by taxi, make sure to check with the taxi dispatcher to get a taxi from a "serious" taxi company. Please remember to negotiate the price in advance! Many taxi companies offer flat rates (between SEK 345,- and 450,-) to Stockholm.

B. Transportation/walking directions to the conference venue.

To get to the Electrum from the Memory Hotel, please ask the hotel reception. It is a few minutes walk. There is a map at the URL: http://www.advisumab.se/kistakartan/memory/memeng.htm

To get to Electrum from the First Hotel Amaranten, you can go by the underground (T-bana). The Underground station is “Rådhuset” and is just around the corner from the hotel.

To get to Electrum from the Royal Viking Hotel, you can go by the underground (T-bana). The Underground station is T-Centralen” and is very close to the hotel.

If you go by underground, take the "Blue line" in direction "Akalla" to station "Kista Centrum”. It is approximately 20 minutes journey from "T-Centralen". The trains operate at rush hour with about 10 minutes interval.

When leaving the underground train at "Kista Centrum" use the exit at the rear end of the train, when leaving the station you immediately enter a shopping mall, turn left and walk through the shopping mall to "Kistagången".

As you exit the shopping mall, you will have a Telia tele shop on your right and an Ericsson office on your left. Continue on "Kistagången" to Electrum. It is about 5 minutes walk from the station to Electrum.

Alternatively, you can of course go by taxi from the down town hotels.
ADDITIONAL INFORMATION

Information about the city of Stockholm:

- http://www.stockholm.se/english/
- http://www.stoinfo.se/england/index.html

Maps of Stockholm, please see Web address:
http://www.stoinfo.se/england/maps/index.html

Map showing the underground station “Kista” and Electrum:
http://www.advisumab.se/kistikartan/electrum/vb/eleceng.htm
http://www.advisumab.se/kistikartan/electrk/electrk.htm

Conference rooms at Electrum:
http://www.advisumab.se/kistikartan/electrk/konferens.htm