

July 11, 2000

SUBJECT: INVITATION TO THE 3GPP TSG-SA WORK PROGRAM PLANNING AD-HOC, IN
HELSINKI, FINLAND

AUGUST 22-23, 2000
EURO CONGRESS CENTER
ANNANKATU 13, HELSINKI
FINLAND

Dear Colleagues,

Nokia Mobile Phones is pleased to invite you to the **3GPP TSG-SA Work Program Planning Ad-Hoc** meeting, August 22nd to 23rd, 2000, which will take place in Helsinki, Finland.

The meeting will be held at the **Euro Congress Center**, in Helsinki City center. Hotels are also located in city center. (Approximately 5-10 min. walk)

A block of rooms has been reserved at the hotels under the name **3GPP**. The room rates are: Hotel Ramada President 820 FIM (approx. 124 USD) and Scandic Hotel Simonkentta 788 FIM (approx. 119 USD) + tax, per night. Individuals are responsible for their own hotel reservations. Reservations should be made by **8th August** straight to

travel agency Rosenbluth Finland to Mrs. Merja Korvenpää, by calling + 358 9 8620 1116, or by mail to: merja.korvenpaa@rosenbluth.fi. Don't forget to mention that you are attending the **3GPP meeting**, and also inform exact arrival/departure times, when making your reservation.

Meeting directions and general information are provided in the following pages. Attached you will also find a meeting registration form that you are kindly requested return to Ms. Emmanuelle Wurffel by 11th August:

Ms. Emmanuelle Wurffel
ETSI Mobile Competence Centre
Tel: +33 4 92 94 42 66
Fax: +33 4 93 65 28 17
email: emmanuelle.wurffel@etsi.fr

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

We are looking forward to seeing you in Helsinki.
Sincerely,

Teuvo Järvelä
Head of 3G Standardization
Nokia Mobile Phones
Phone: + 358 40 756 3725
e-mail: teuvo.jarvela@nokia.com

General Meeting Information

Meeting:

3GPP TSG-SA

Work Program Planning, Ad-Hoc

Date:

22nd to 23rd August.

Opening at 9.00 am on 22nd, closing no later than 16.00 PM on 23rd.

Documents and contributions:

Please send any contributions for this meeting to:

Emmanuelle Wurffel email: emmanuelle.wurffel@etsi.fr

Documents submitted to the meeting can be found on the 3GPP FTP site:

ftp://ftp.3gpp.org/TSG_SA/TSG_SA/AD-HOCs/R2000-Planning/Docs
http://www.3gpp.org/ftp/TSG_SA/TSG_SA/AD-HOCs/R2000-Planning/Docs

Location:

Helsinki, Finland

Hotel Addresses and Contact Information:

Hotel Ramada President: (situated in the same building with Euro Congress Center)

Eteläinen Rautatiekatu 4,
00100 Helsinki, FINLAND

Room rate: 820 FIM (124 USD) + tax per night

Scandic Hotel Simonkenttä:

Simonkatu 1
00100 Helsinki, FINLAND

Room rate: 788 FIM (119USD) + tax per night

You will need to provide exact arrival / departure times.

Reservations :

To make reservations, please contact:

Rosenbluth International

Merja Korvenpää

Phone: +358 9 8620 1116

e-mail: merja.korvenpaa@rosenbluth.fi

Reservations must be made by Tuesday, August 8th, 2000 and you must mention **3GPP** in order to guarantee the special group rate.

To learn more about the Hotels, you can visit their web sites at:

<http://www.ehi.com/travel/ehi/finland/hels0007.html>
<http://www.scandic-hotels.com/br/50/50index.html>

Currency:

The currency is the Finnish Markka. Foreign exchange is available by any bank or exchange agency.

Time Zone:

GMT + 02:00 Helsinki

Airport:

Helsinki Vantaa International Airport

<http://www.ilmailulaitos.com/english/lentoase/helvan/index.htm>

Taxi/Shuttle:

A taxi from the airport to hotels / Congress Center will cost approximately 150 FIM (\$23 USD) one way.

CONTACT INFORMATION OF THE EURO CONGRESS CENTER:

<http://www.kolumbus.fi/jukka.l/ecc/main/main.html> (only in Finnish)

Euro Congress Center Oy

Annankatu 41, 00100 Helsinki

Finland

Tel. +358 9 685 3132

Fax. +358 9 562 4419

Voltage

220 Volts

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

Please Note:

This will be a paperless meeting. Documents will be provided on floppy discs and CD's at the meeting.

Weather

The weather in Helsinki in August should be approximately 15 degrees C.

Please visit the <http://www.weather.fi/eng/> web site for up to date weather information.

Local Attractions

For more information about Helsinki, attractions, dining etc. please visit the following site:

<http://www.hel.fi/english/index.html>

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

Emmanuelle Wurffel

Tel: +33 4 92 94 42 66

Fax: +33 4 93 65 28 17

email: emmanuelle.wurffel@etsi.fr

Have a great meeting and enjoy your stay in Helsinki

REGISTRATION FORM

3GPP TSG-SA
Work Program Planning Ad-Hoc
Helsinki, Finland

Please fill in this form and send it by August 11th, 2000 to: **Contact Name Emmanuelle Wurffel**
E-Mail: emmanuelle.wurffel@etsi.fr
Fax: +33 4 93 65 28 17

Status of Represented Membership (tick one box in one column 1, 2 or 3):		
<p>1) <input type="checkbox"/> Individual Member Representative (tick one box below)</p> <p>Representing Partner: (tick one box below)</p> <p><input type="checkbox"/> ARIB <input type="checkbox"/> CWTS <input type="checkbox"/> ETSI <input type="checkbox"/> T1 <input type="checkbox"/> TTA <input type="checkbox"/> TTC <input type="checkbox"/> Other:</p> <p>Represented Individual Member company* name: <u>Nokia Corporation</u></p> <p><input type="checkbox"/> I am the voting representative for this Individual Member.</p>	<p>2) <input type="checkbox"/> Organizational Partner Representative (SDO) (tick one box below)</p> <p>Representing Partner: (tick one box below)</p> <p><input type="checkbox"/> ARIB <input type="checkbox"/> CWTS <input type="checkbox"/> ETSI <input type="checkbox"/> T1 <input type="checkbox"/> TTA <input type="checkbox"/> TTC <input type="checkbox"/> Other:</p>	<p>3) <input type="checkbox"/> Market Representation Partner Representative (tick one box below)</p> <p>Representing Partner: (tick one box below)</p> <p><input type="checkbox"/> UMTS Forum <input type="checkbox"/> GSA <input type="checkbox"/> GSM Association</p> <p><input type="checkbox"/> Other:</p>

* For a list of Individual Member companies, see http://www.3gpp.org/Participation/3GPP_IM.htm

Title:	Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr. <input type="checkbox"/>
Last Name:	
First Name:	
Company:	
Mailing address:	
Telephone:	
Fax:	
E-mail:	
Arrival date:	
Departure date:	