INVITATION TO THE 3GPP TSG SA WG2 MEETING #4 TO BE HELD
ON 19 - 21 APRIL 1999 IN YOKOHAMA, JAPAN

Dear Colleagues:

On behalf of the SA WG2 Chairman, Mr. Teuvo Jäppänen, DoCoMo has pleased in advising you of our forthcoming event.

**Date/Time:** 19 – 21, April, 1999, starting at 10.00 on the 1st day (Monday)
Registration will take place on 19th April between 09:30 and 10:00.

**Location:** 9th FL, Meeting room Yokohama symposia in Sangyo Boeki Center Bldg.
2, Yamashita-cho, Naka-ku, Yokohama, 231-0023, Japan
Tel: +81 45 671 7151
http://www.city.yokohama.jp/me/ycvb/EnglishHP/Facility/sympo_e.html

Added to this invitation, you will find registration form, information on accommodation, and the travel information to Yokohama.

Please also note the following important dates.

- **Registration:** April 09
- **Hotel Reservations:** April 02
- **Submission of temporary documents for distribution:** April 14

The temporary document numbers shall be allocated by Mr. Antun Samukic, E-mail: antun.samukic@etsi.fr fax: +33 4 93652817. Only numbered documents shall be sent to WG2, Ms. Harris and Antun Samukic for preparation for the meeting. The documents received before 14 April 1999 will be prepared for the beginning of WG2 meeting.

Please note that the meeting agenda for TSG SA WG2 shall be sent later.

Information related to TSG SA WG2 Ad-hoc QoS group meeting:

"The QoS ad-hoc meeting on Apr. 22 will be held at a different location, provisionally at a TTC meeting room in Tokyo. However, you can commute to the meeting place from a hotel in Yokohama. Please extend your stay in Yokohama in case you will participate in the QoS meeting. The notification of the meeting venue and time will be sent out later."
I look forward to seeing you in Yokohama.

Yours Faithfully,

Naoki Tani
Senior Research Engineer
Network Laboratories
NTT Mobile Communications Network Inc.
Tel. +81 468 40 3332
Fax. +81 468 40 3781
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Enclosed:

Registration form
Hotel Reservation form
Travel information
Please fill in this form and send it by 09 April 1999 to:
Ms. Sachiko Harris
E-Mail: harris@nw.yrp.nttdocomo.co.jp
Fax: +81 4 68403781

| Title: | Miss ☐  | Ms ☐  | Mrs ☐  | Mr ☐  | Dr ☐  |
| Family Name: | |
| Forename: | |
| Mailing address: | |
| Telephone: | |
| Fax: | |
| E-mail: | |
| Date and time of arrival: | |
| Date and time of departure: | |
| I will attend the following meeting: | ☐ WG2  ☐ QoS |
| 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.

* For a list of Individual Member organizations, see http://www.3gpp.org/Individual_Member.htm
HOTEL INFORMATION

Hotel booking

Participants are requested to make hotel reservations directly.

Provisional reservations have been arranged at:

1) THE HOTEL YOKOHAMA

6-1 yamashita-cho Naka-ku Yokohama 231-8526 Japan

Tel: +81-45-661-8000    Fax: +81-45-662-3536

Room Rate: Single Occupancy (Twin Room),
\10,000 (excluding Service charge, Tax and Breakfast) per night

Booking deadline: 2nd April

(Note) Only 20 rooms are available during the meeting period.

2) YOKOHAMA ISEZAKICHO WASHINGTON HOTEL

53-5 Chojamachi Naka-ku Yokohama 231-0033 Japan

Tel: +81-45-243-7111    Fax: +81-45-253-7731

Room Rate: Single Occupancy
\9,975 (including Service charge, Tax and Breakfast) per night

Booking deadline: 2nd April

Note: On reservation, please declare that you are a participant of THE 3GPP TSG-SA WG2 Meeting #4 for special rate.

The block booking rooms are available on the first come, first served basis.

Cancellation should be made four days before your scheduled check-in day.

From hotel to the meeting place

The Hotel Yokohama is located one block away from the meeting place.

Yokohama Isezakicho Washington Hotel is 10 minutes by taxi from the meeting place.
HOTEL RESERVATION FORM for THE HOTEL YOKOHAMA

4<sup>th</sup> 3GPP TSG SA WG2 meeting

hosted by Do Co Mo

All reservations for Room accommodations can be made by Faxing or E-mail to:

Mr Aoyagi
Manager, Room Reservations

THE HOTEL YOKOHAMA

FAX: +81-45-662-3536
TEL: +81-45-661-8000

E-mail: Error! Reference source not found.

Please use this form to guarantee that you receive the special rates indicated below.

- Room rates (excluding service charge, tax and breakfast) per night

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<tr>
<td>Single Occupancy</td>
<td>¥10,000</td>
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- Date of arrival :______  Approximate arrival time:
- Date of departure:______  Approximate departure time:

PLEASE NOTE:CHECK-IN TIME IS  2P.M.
CHECK-OUT TIME IS  11A.M.

- Family name :______________  First name:
- Company name:
- Company address:
- Phone No:______________  Fax No:
- E-mail address:
HOTEL RESERVATION FORM

4TH 3GPP TSG SA WG2 meeting
hosted by Do Co Mo

All reservations for Room accommodations can be made by Faxing to:

Mr Momoshima
Front Desk

YOKOHAMA ISEZAKICHO WASHINGTON HOTEL
FAX: +81-45-253-7731
TEL: +81-45-243-7111

Please use this form to guarantee that you receive the special rates indicated below.

- Room rates (including service charge, tax and breakfast) per night

| Single Occupancy | ¥9,975 |

- Date of arrival: _____  Approximate arrival time:
- Date of departure:_____  Approximate departure time:

PLEASE NOTE: CHECK-IN TIME IS 2P.M.
CHECK-OUT TIME IS 10A.M.

- Family name: ______________  First name:
- Company name:
- Company address:
- Phone No: ______________  Fax No:
- E-mail address:
ACCESS

From Narita Airport 1US$\120 approx

1. Limousine & Taxi

To YCAT (Yokohama City Air Terminal) (90 mins. \3,500)

From YCAT to The Hotel Yokohama (15 mins. approx. by taxi)

From YCAT to Yokohama Isezakicho Washington Hotel (15 mins. approx. by taxi)

http://www.narita-airport.or.jp/limousine/index_e.html

2. Train <JR Narita Express (NEXT)> & Taxi

To Yokohama station (95 mins. \4,180)

From Yokohama station to The Hotel Yokohama (15 mins. approx. by taxi)

From Yokohama station to Yokohama Isezakicho Washington Hotel (15 mins. approx. by taxi)