

IEEE P1904.1 SIEPON Working Group

Meeting Information Package for April 2012

Prague, Czech Republic

1. Meeting Dates:

April 17, 2012 (Tuesday) – April 19, 2012 (Thursday)

2. Meeting Location:

Boscolo Prague Hotel,
Senovazne namesti 13/991
Prague, 110 00 Czech Republic
Phone: 420-224593111
Fax: 420-224593000

<https://www.marriott.com/hotels/travel/prgak-boscolo-prague-autograph-collection/>

Meeting Room: *Carmen*

Location:

The Luxury 5 star Boscolo Prague hotel is located in the center of Prague, near Wenceslas Square, within easy reach on foot to many Prague landmarks: Old Town Square, Czech State Opera, National Museum or Wenceslas square.



3. **Transportation**

The hotel is located 12.4 miles from the Prague Airport (PRG).

Driving directions from the airport:

1. Follow signs from the airport to the Centrum for approximately 10km.
You will pass the football stadium on the left and large park open area on the right.
2. At the next crossroad turn right to the tunnel.
3. After the tunnel continue straight across the bridge.
4. At the traffic lights turn left, keep in the right line while turning left and then right on traffic lights.
5. Continue straight until the next tunnel. After the tunnel at the traffic lights turn right and drive past the big hotel on your left, through two sets of traffic lights, then turn right at the next set of lights.
6. At the next junction turn left, and follow the road right to the next road junction.
7. Turn left and continue straight through the set of traffic light and then follow the road until you reach next intersection.
8. Turn left and the Boscolo Prague hotel is situated across the street on your left hand side.

If you followed all the steps above, and ended up back at the airport, consider renting a GPS unit.

Alternative methods of transportation:

- European Chauffeur Limousine; fee: 38 EUR (one way) ;on request
- Bus service, fee: 2.00 EUR (one way)
- Estimated taxi fare: 38.00 EUR (one way)

For more transportation options refer to

<https://www.marriott.com/hotels/maps/travel/prgak-boscolo-prague-autograph-collection/>

4. **Hotel Reservations**

A room block has been arranged for meeting attendees at the price of EUR 155.00 per night. The rate includes breakfast and wireless internet. 14% VAT not included.

Reservations can be made on-line at:

<http://www.marriott.com/hotels/travel/prgak-boscolo-prague-autograph-collection/?toDate=4/19/12&groupCode=IEEIEEA&fromDate=4/16/12&app=resvlink>

Reservations can also be made by telephone at +420 224 593 111. Please reference the group code "IEEIEEA" when making reservations.

The reservation cut-off date will be **25 March 2012**. All reservations beyond this date will be offered upon availability and charged at the available rate.

Please, note that the host is liable for the unused rooms in the allocated block. You are strongly requested to stay in the contracted hotel.

5. **Meeting Registration**

The meeting registration form is available at

<https://web.memberclicks.com/mc/quickForm/viewForm.do?orgId=iecs&formId=115292>

Registration fees:

- \$300 USD per attendee staying in the Boscolo Prague Hotel on all three days of the meeting
- \$800 USD per attendee staying in other hotels on any day of the meeting

6. **Hosted Meals**

- One daily breakfast is included in the hotel room rate.
- Lunches on Tuesday, Wednesday, and Thursday are included in the meeting registration fee.

7. **Visa Information**

The Czech Republic is a member of the European Union. UK citizens can stay up to 180 days without a visa whilst nationals of all E.U countries, Australia, Canada, Japan, USA etc., can visit Prague up to 90 days without a visa. Other nationals must obtain a visa before travelling. Please note, to enter the Czech Republic even if you have the valid visa, you must have a passport with at least 6 months validity.

If you require an invitation letter to obtain a visa, please contact Soo H. Kim at S.H.Kim@ieee.org as soon as possible and provide the following information:

Traveler's Full Name

Company Name

Passport Number

Passport Expiration

8. **Visitor Information**

To be announced

9. **Internet Access**




The meeting room is equipped with internet access; you will be provided information when you arrive.

10. **Electricity**

As in most of continental Europe the voltage in Prague is 220v and the standard European two-pin plug is used. North American and British tourist are advised to bring adaptors with them to Prague as they are not widely available in the city.

11. Local Currency

The local currency is CZK: Czech koruna (or Czech crown). Below is a currency exchange rate as of February 17, 2012:

	Chinese yuan/renminbi	1	CNY	2.895 CZK	1 CZK = 0.3454 CNY
	Euro	1	EUR	24.000 CZK	1 CZK = 0.0417 EUR
	Israeli New Shekel	1	ILS	5.153 CZK	1 CZK = 0.194 ILS
	Japanese yen	100	JPY	22.984 CZK	1 CZK = 4.3508 JPY
	US dollar	1	USD	18.237 CZK	1 CZK = 0.0548 USD

12. Tipping/Gratuity

Tipping in the Czech Republic is commonly expected of foreign visitors. Foreign visitors are expected to tip at 5 to 10%.

13. Time Zone

The time zone in Prague is Central European Time: UTC/GMT +1 hour. Daylight Saving Time starts on Sunday, March 25, 2012 at 2:00 AM local standard time.

14. Language

The official language is Czech, the Slovak language is generally understood. Most local people have basic or possibly intermediate knowledge of English or German. English, German and sometimes French is spoken in most hotels, restaurants, travel agencies, historical monuments, shops and services.

15. Contacts

If you have any questions about the meeting arrangements or require any assistance, please don't hesitate to contact:

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Soo H. Kim (IEEE-SA)

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Mobile Phone: +1 732 289 1942

16. Additional Information

Prague is a very safe city to walk around. Public transport, even at night, is used by everyone, young and old alike. Assaults are extremely rare. As in any city though, the tourist is a target for the unscrupulous: Pickpockets are skillful, so keep a close eye on valuables at all times - don't use your

back pocket for your wallet and avoid hanging your handbag on your chair in public places. Use the safe at your accommodation. Beware over-charging in restaurants by checking the bill thoroughly. In taxis, insist the taxi driver puts the meter on or refuse the ride. If you really want to take one without a meter, agree a price before you enter the taxi.