IEEE P1904.1 SIEPON Working Group
Meeting Information for December 11-13, 2012
Shanghai, China

1. Meeting Dates

December 11, 2012 (Tuesday) – December 13 (Thursday): whole day

2. Meeting Location

2.1. Venue

Qualcomm conference facility in Shanghai Pudong Software Park (上海浦东软件园)

Address: **No. 72, Lianxiu Road, Pudong New Area, Shanghai (亮秀路72号, 上海浦东新区)**

Building and conference Room: **Building X, Conference Room 736**

Shanghai Pudong Software Park:

Building View from Lianxiu Road:

Directory to Building X (No.72, Lianxiu Road):

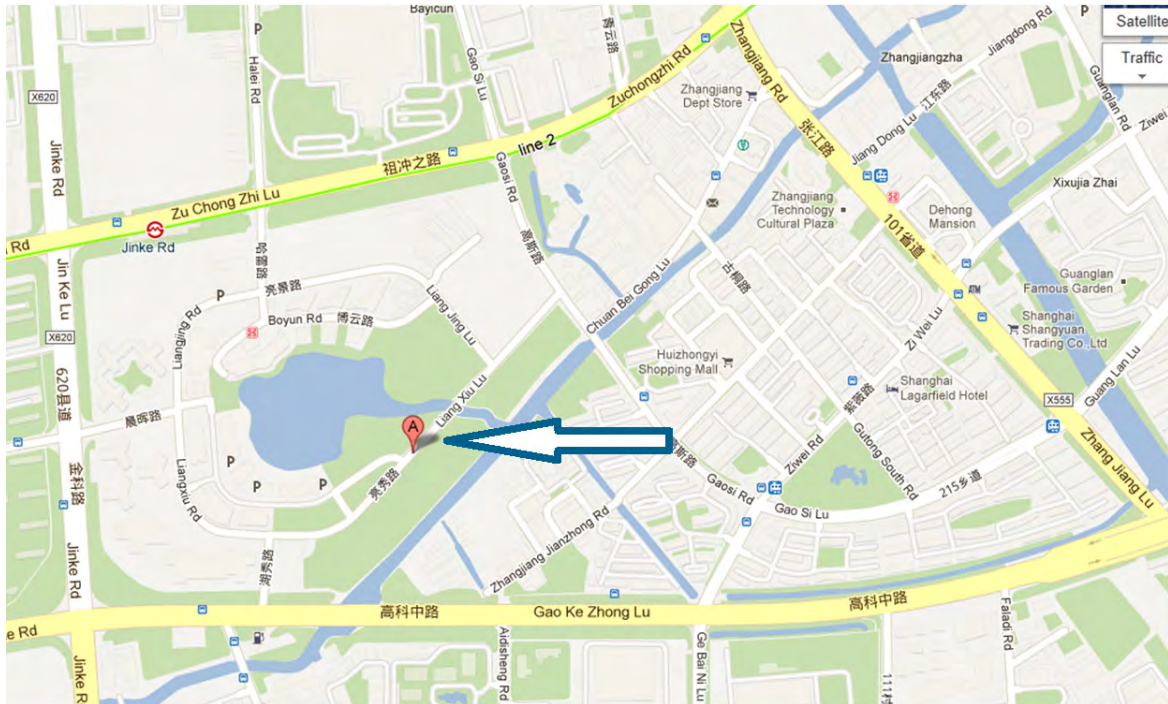Street Address in Front of the Buidling (No.72, Lianxiu Road):

Conference Room (Room 736):

2.2. Location

Shanghai Pudong Software Park (上海浦东软件园) is located in the Zhangjiang Hi-Tech Park (张江高科), around the cross-section of Jinke Rd (金科路) and Zu ChongZhi Rd (祖冲之路).

3. Preferred Hotel

Parkyard Hotel Shanghai

Address：699 Bibo Road, Zhangjiang Hi-Tech Park Shanghai 201203, China

(碧波路699号, 上海浦东新区)

Postcode：201203

Tel：+86-21-61621168

Fax：+86-21-61621169

Website: http://www.parkyard.com/en/Hotel_Map.aspx?CurrentHotelID=6

3.1. Location

The Parkyard Hotel Shanghai is located in Zhangjiang Hi-Tech Park (张江高科技园区), adjacent to the Zhangjian Station of No.2 Shanghai Metro Line.

3.2. Transportation from Airport(s) to the Parkyard Hotel in Shanghai

Information about Shanghai Pudong Airport and Shanghai Hongqiao Airport can be found on the following website –
http://www.shanghaiairport.com/

From Pudong Airport
Option 1 – The taxi from Pudong Airport to the hotel is always available, and the fare is approximately 100 RMB. Please print the following address and show it to the taxi driver:

博雅酒店
地址：上海市浦东新区张江高科技园区碧波路699号
电话： +86-21-61621168
的士费：浦东机场到酒店约100-110元人民币

Option 2 – Take MagLev Train from Pudong Airport Station to Longyang Station, then take taxi to the Parkyard hotel. The total fare is approximately 75 RMB (50 RMB for MagLev Train, 25 RMB for taxi)

Option 3 – Take Shanghai Metro Line 2, from Pudong Airport Station to Zhangjiang Hi-Tech Park Station. The fare is 5 RMB

From Hongqiao Airport

Option 1 – The taxi from Hongqiao Airport to the hotel is always available, and the fare is approximately 150 RMB. Please print the following address and show it to the taxi driver:

> 博雅酒店
> 地址：上海市浦东新区张江高科技园区碧波路**699**号
> 电话： **+86-21-61621168**
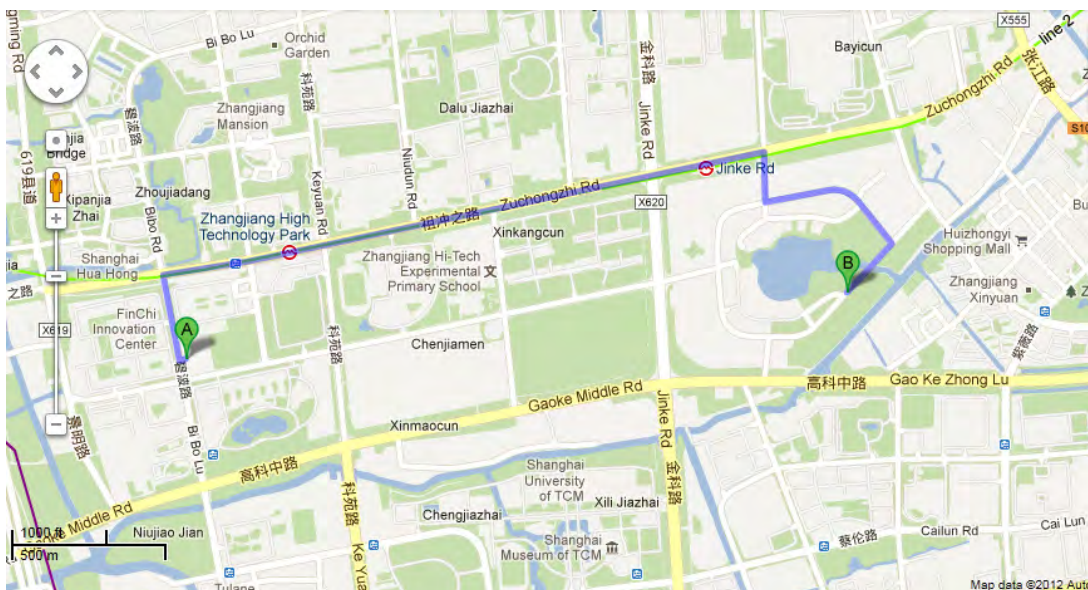> 的士费：虹桥机场到酒店约**150-160**元人民币

Option 2 – Take Shanghai Metro Line 2, from Hongqiao Airport Station to Zhangjiang Hi-Tech Park Station. The fare is 6 RMB

Interactive map of Shanghai Metro system is available at http://www.exploreshanghai.com/metro/

4. Transportation from the Parkyard Hotel to Meeting Location

The distance from Parkyard hotel to Qualcomm conference facility is approximately 3.2Km. It will take roughly 8 minutes by car, or 30 minutes by walking.

During the meeting days, free transportation will be provided between Parkyard hotel and Qualcomm conference facility. The detailed transportation schedules will be provided prior to the meeting dates.
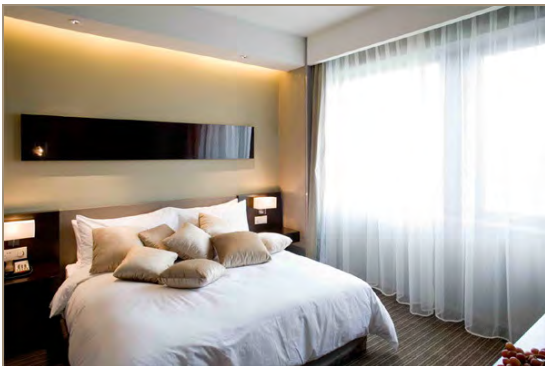
5. Hotel Reservation

- Room type 1: Business Room with 2 Twin-size Beds, RMB 658 per room per night.

- Room type 2: Deluxe Room with 1 King-size Bed in higher floors, RMB 758 per room per night.

- Both rooms include buffet breakfast, internet access (wired and wireless)
- Reservation deadline: **Nov. 15** for guaranteed rate and hotel room. Quantity of Deluxe rooms is limited.
- For reservation, please use one of the following contact methods. Please mention "Qualcomm IEEE meeting on Dec.11 – Dec. 14" to get special Corporate Rate listed above :
    - Reservation phone number:
        +86-21-61621168
        +86-21-61621168 ext.8602 (Cissy Zhong)
    - Email:
        rsvn@parkyard.com
        CissyZhong@parkyard.com
- Check-in/out Time:

    Check in: After 14:00
    Check-out: Before 12:00

- Cancellation Policy: 24 hours prior check-in time of the reservation

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6. Meeting Registration

Website for meeting registration will be announced soon.

- $200 USD per attendee if registered on or before November 15th, 2012.
- $300 USD per attendee if registered after November 15th, 2012.

7. Hosted Meals

Lunch - Meeting host will provide lunch during meeting.

Breakfast – For meeting attendees stays at the preferred hotel (Parkyard hotel), the breakfast will be provided by Parkyard hotel and is included in the guest room package

8. Visa Information

If you require an invitation letter or our assistance to obtain a Chinese visa, please contact Dylan Ko (dylanko@qca.qualcomm.com) as soon as possible, and provide the following information

Name	Gender	Nationality	Passport No.	Date of Birth	Job Title	City of Entry	Date of Arrival and Departure	Name of the Company

Documents applicant should provide:
1) The copy of foreigner's passport (the name, date of birth, nationality, passport number, valid date of passport, etc. must be seen clearly)
2) The copy of previous Chinese visa if Foreigners whose entry is not the first time.

Please indicate clearly whether a hard copy of the Invitation Letter is needed –note that most Embassies/Consulates of China accept printouts of digital copies of Invitation Letters. Please check with your local Embassy / Consulate of China.
If requested, the Invitation Letter will be dispatched within two week after receipt of the email request. A digital copy of the Invitation Letter will be sent to the email address from which the request was originally received.

9. Internet Access

The meeting room is equipped with free wireless internet access.
Guest rooms in Parkyard hotel have both WiFi and wired internet access, free of charge.

10. Electricity

The electric current in China is 220V AC, 50Hz. See picture below for the outlet types in use in China (type A/C –upper part of the image, type I –bottom part of the image). Availability of either type varies with locations.

11. Local Currency

Local currency is RMB (CNY). As of 15th October, 2012, exchange rates are as follows:
1 USD = 6.27 RMB
1 Euro = 8.12 RMB
100 JPY = 7.97 RMB

12. Tipping

In China, tipping is neither customary nor expected.

13. Time Zone:

GMT +8, Daylight saving time is not introduced.

14. Language

Some Chinese people can speak English, and there are some signs written in English around the city.

15. Weather in Shanghai

In December, the temperature is about 3-11 degrees Celsius, or 36-51 degrees Fahrenheit in average.

16. Contact

If you have any questions about the meeting arrangements, please contact:

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Email: dylanko@qca.qualcomm.com

Mr. Xuguang Li
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