

SIEPON

IEEE P1904.1 SIEPON Working Group
 Meeting Information for August 6-8, 2013
 Beijing, China

1. Meeting dates

August 6, 2013 (Tuesday) - August 8, 2013 (Thursday)

2. Meeting location

Hotel Nikko New Century Beijing

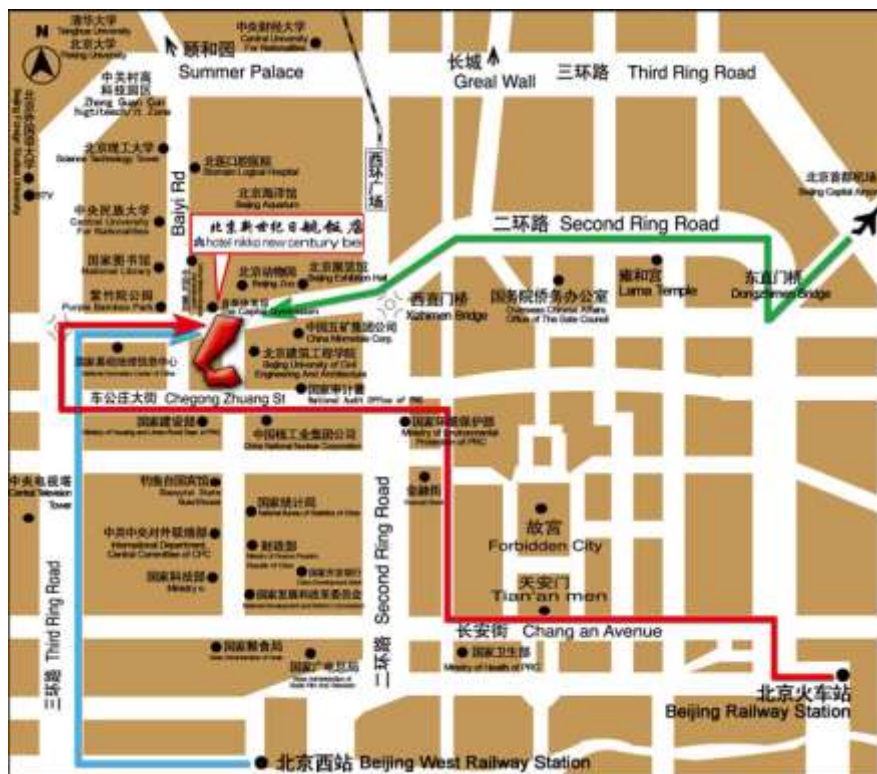
Address: No.6 Southern Road, Capital Gym, Haidian District, Beijing 100044

Tel: +86-10-68492001

Fax: +86-10-68491103

Website: <http://www.newcenturyhotel.com.cn/>

Meeting Room: Zhejiang Hall



3. Transportation

Information about the international airport in Beijing can be found on the website:
<http://en.bcia.com.cn/>

It is about 35 km (1 hour by taxi) from Beijing Capital International Airport to the hotel. Taxis are always available. In normal traffic condition, the fare is approximately 120 RMB incl. toll.

Note: There is an additional 1 RMB fuel surcharge to the price on taxi meter.

You can print below picture and show it to the taxi driver.

新世纪日航酒店

地址：北京市海淀区首体南路 6 号

电话：86-10-6849 2001

If you arrive in rush hours in weekdays, to avoid traffic jams, you can take Airport Express Railways to DongZhi Men station, which is the final destination of the railway, and then take a Taxi to the hotel.

The alternative means of transportation from Beijing Capital International Airport to the hotel is to take the Beijing subway. There are several routes to the hotel, and you need at least 2 interchanges and a 10 min walk. One option goes as follows:

Beijing Capital Airport --- (Airport Express Railway, 2 stop) ---> DongZhi Men --- (Line 2, 5 stops) ---> XiZhi Men --- (Line 4, 2 stops) ---> National Library, Exit C, then walk 10 minutes (about 800 m) to the hotel.

4. Hotel Reservations

Two types of room will be provided for participants: standard room (28 m²), and deluxe room (42 m², which is called Business Superior Room in the hotel website).

For both types of room, you can choose king bed or twin bed.

Standard Room: 708 RMB per night

Deluxe Room: 788 RMB per night

One breakfast is included in the price, and 70 RMB will be charged for the second person. All rooms provide complimentary internet access, and guests can use the gym and swimming pool for free.

Please make your reservations before **July 15, 2013** by sending an email to wy@newcenturyhotel.com.cn and also CC to luyang@ritt.cn. In the email, please indicate you are attending IEEE SIEPON meeting, and provide your name, check-in and check-out date, room type (Standard/Deluxe), bed type (King/Twin) and smoking/non-smoking.

Check-in/Check-out Time:

Check-in: early check-in available, after 7:00

Check-out: until 14:00

5. Meeting Registration

Website for meeting registration will be announced soon.

Registration fees for all attendees:

- 200 USD per attendee if registered on or before July 15, 2013.
- 300 USD per attendee if registered after July 15, 2013.

6. Meals

Meeting host will provide a buffet lunch during the meeting dates.

For dinner, there are several restaurants of various flavors inside and within the walk distance from the hotel.

7. Visa Information

If you require an invitation letter or our assistance to obtain a Chinese visa, please contact luyang@ritt.cn as soon as possible. And the following information is necessary.

Name	Gender	Nationality	Passport NO.	Date of birth	Job Title	City of entry	Date of arrive and departure	Name of 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.

8. Electricity

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



9. Local Currency

Local currency is RMB (CNY). As of June 6th, 2013, exchange rates are as follows:

USD 1 = RMB 6.14

Euro 1 = RMB 8.08

JPY 100 = RMB 6.21

10. Tipping

In China, tipping is neither customary nor expected.

11. Time Zone:



GMT +8, Daylight saving time is not introduced.

12. Weather

In August, it is a little hot and sometimes humid in Beijing. The temperature is about 20-30 degrees Celsius or 68-86 degrees Fahrenheit in average.

13. Contact

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

Mr. Lu Yang

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Mobile: +86 13661386633

Fax: +86 10 62300123

Email: luyang@ritt.cn