

**Invitation to the ETSI SMG4 Meeting
to be held at Westminster Central Hall, Storey's Gate, Westminster,
London, England on the 15-19 March 1999.**

Dear Delegates,

On behalf of Nortel Networks I have pleasure in inviting you to the next SMG4 Meeting to be held at the above venue. The meeting will start on Monday 15th March at 10.00am and will finish on Friday 19th March in the afternoon. A 3GPP CN WG3 session will be held on the 17th & 18th of March.

A registration form is attached for your completion and this needs to be returned by **February 18th** to Sarah Norton on +44 (0) 1628 434034. Delegates are asked to make their own reservations directly with the hotel, a booking form is attached and must be sent by **18th February**. Any document you wish to submit to the meeting should be sent via e-mail to Friedhelm.Rodermund@etsi.fr, no later than **March 11th**.

Document distribution at the meeting will be electronic (for those who can accommodate this). To access documents electronically you will either need a computer with a floppy disk drive or a Win95/NT computer equipped with an Ethernet 10BaseT connection. You are asked to indicate on the registration form if you will require a network connection at the meeting or documents on floppy disk or all documents on paper.

We look forward to seeing you in March!

Yours sincerely

John Candish
Nortel Networks
www.nortelnetworks.com

Registration Form
SMG4 meeting 15-19th March 1999

**ON COMPLETION, PLEASE FAX THIS FORM TO
+44 (0)1628 434034 - ATTENTION OF SARAH NORTON
BY 18th February**

ETSI SMG4 Meeting 15 - 19 March 1999
Westminster Central Hall, Storey's Gate, Westminster, LONDON, England.

I wish to attend the above meeting and my details are as follows:
(IN BLOCK CAPITALS PLEASE)

Christian Name: Surname:

Company Name
& Address:
.....

Your E Mail Address:

Tel No: Fax No:

I will be attending on the following days (please circle)

15th(SMG4) 16th(SMG4) 17th(SMG4 & 3GPP CN WG3)
18th(SMG4 & 3GPP CN WG3) 19th (SMG4)

Document format (please circle)

Mostly by Network Mostly on disk All on Paper

Status Of ETSI Membership (please circle)

Full Counsellor Associate Applicant Other 3GPP

Category Of Membership (please circle)

Administration Public Network Operator Manufacturer

User Private Service Provider/Research Body etc.

Other - Please specify

Hotel Reservation Form
Nortel Networks / SMG4 meeting 15-19th March 1999

**ON COMPLETION, PLEASE FAX THIS FORM TO THE HOTEL
DIRECTLY – NO LATER THAN 18th February 1999**

**St James Court Hotel,
Buckingham Gate, London. SW1
Tel: +44(0)171 834 6655
FAX: +44 (0)171 630 7587**

Christian **Surname:**
Name:

Company Name
& Address:

Tel No: **Fax No:**

I would like to request	Arrival Date:	Departure Date:
..... Single room(s)
Rate per single room per night		
Mon-Fri £135.00, Sunday £110.00		

Credit card Number:

Expiry Date:

Signature

To the Hotel: PLEASE CONFIRM BY RETURN OF FAX, Thank you.

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Directions To Westminster Central Hall



From Heathrow Airport by Underground

Take the Underground (Picadilly Line) to South Kensington and change to the District or Circle Line and go to St James's Park. Westminster Central Hall is a short walk from here (see map above).

From Gatwick Airport by Rail & Underground

Take the Gatwick Express to Victoria. From Victoria you can either walk or take the Underground, District or Circle line to St James's Park. Westminster Central Hall is a short walk from here (see map above).

From London City Airport by Rail & Underground

Take the Docklands Light Railway to Monument and change to the Underground (District or Circle Line) and travel to St James's Park. Westminster Central Hall is a short walk from here (see map above).

From Waterloo (Domestic & Eurostar) by Underground

Take the Underground to Embankment (Northern or Bakerloo Line) change to the District or Circle Line and travel to St James's Park. Westminster Central Hall is a short walk from here (see map above).

For Further information please visit the Westminster Central Hall Website at <http://www.wch.co.uk/>

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Hotel Information

St James Court Hotel,

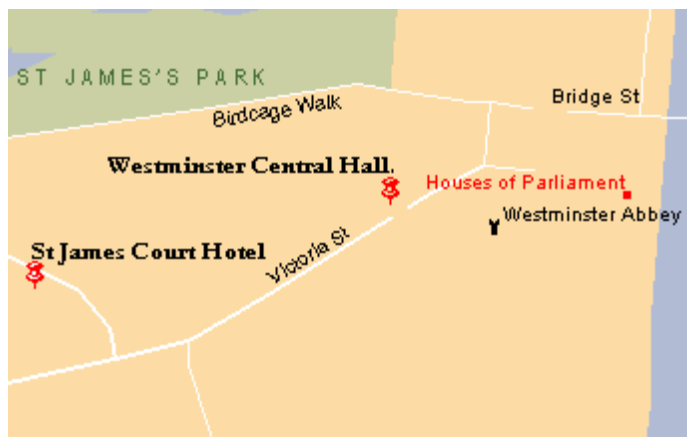
Buckingham Gate, London. SW1

TEL: +44 (0)171 834 6655 FAX: +44 (0)171 630 7587

Rate per single room per night	Mon-Fri	£135.00
	Sunday	£110.00

Rooms have been reserved until 18th February 1999 – Please book using the attached form before this date.

Location of Hotel



This comfortable hotel is only 5 minutes walk away from the location of the meeting.

Information on other hotels may be found on the meeting location web site
<http://www.wch.co.uk/> .