

To members of 3GPP TSG RAN WG4

**INVITATION TO THE 3GPP TSG RAN WG4 MEETING #4 TO BE HELD ON  
10 - 12 May 1999 IN Kista, STOCKHOLM, SWEDEN**

Dear Colleague,

On behalf of Mr Howard Benn, chairman of RAN WG4, Ericsson has the pleasure to inform you of the arrangements for the meeting.

The venue of this meeting will be:

Electrum Telephone: +46 8 632 3800  
Isafjordsgatan 22 Telefax: +46 8 703 9302  
SE-164 40 KISTA  
Sweden

Electrum Web address:

<http://www.advisumab.se/kistakartan/electrum/vb/eleceng.htm><http://www.advisumab.se/kistakartan/electrk/electrk.htm>

The meeting will start on 10 May 1999 at 9.00 and will end on 12 May 1999 at approximately 17.00.

Registration will take place on the first day of the meeting between 8.30 and 9.00.

The responsible for the administrative arrangements of the meeting is Sharon Pettersson to whom you should return the registration form (either by e-mail or fax) before 3 May 1999 and should contact concerning any administrative arrangements. Fax: +46 8 404 4080, Tel: +46 8 757 3249, E-mail: [meeting.smg@era.ericsson.se](mailto:meeting.smg@era.ericsson.se).

Added to this invitation you will find registration forms, information about accommodation, Stockholm area and transport.

I look forward to seeing you in Stockholm.

Yours sincerely,

Per Björndahl  
Manager  
Telecom Standardization and Regulation

ERICSSON RADIO SYSTEMS AB  
WCDMA Systems

**Enclosures:**

Registration form	Information related to submission of documents
Hotel Information	Hotel Reservation form
Travel information	Additional information

**Registration Form**

**3GPP TSG RAN WG4 Meeting #4, 10-12 May 1999  
Kista, Sweden**

Please fill in this form and send it by **3rd of May 1999** to:  
Sharon Pettersson, E-mail [sharon.pettersson@era.ericsson.se](mailto:sharon.pettersson@era.ericsson.se) or Fax: +46 8 404 80 40

Title:	Ms <input type="checkbox"/> Mr <input type="checkbox"/>
Family Name:	
First name:	
Company	
Mailing address:	
Telephone:	
Fax:	
E-mail:	
Date and time of arrival:	
Date and time of departure:	
I will attend:	<input type="checkbox"/>
I am unable to attend on this occasion:	<input type="checkbox"/>

Status of Represented Membership (tick one box in <b>one</b> column 1, 2 <b>or</b> 3):		
<p><b>1) <input type="checkbox"/> Organizational Partner Representative (SDO)</b> (tick one box below)</p> <p><b>Representing Partner:</b> (tick one box below)</p> <p><input type="checkbox"/> ARIB  <input type="checkbox"/> ETSI  <input type="checkbox"/> T1  <input type="checkbox"/> TTA  <input type="checkbox"/> TTC  <input type="checkbox"/> Other:</p>	<p><b>2) <input type="checkbox"/> Individual Member Representative</b> (tick one box below)</p> <p><b>Representing Partner:</b> (tick one box below)</p> <p><input type="checkbox"/> ARIB  <input type="checkbox"/> ETSI  <input type="checkbox"/> T1  <input type="checkbox"/> TTA  <input type="checkbox"/> TTC  <input type="checkbox"/> Other:</p>	<p><b>3) <input type="checkbox"/> Market Representation Partner Representative</b> (tick one box below)</p> <p><b>Representing Partner:</b> (tick one box below)</p> <p><input type="checkbox"/> UMTS Forum  <input type="checkbox"/> GSA</p> <p><input type="checkbox"/> Other:</p>
<p><b>Individual Member organization* name:</b></p> <p><input type="checkbox"/> I am the voting representative for this Individual Member.</p>		

\* For a list of Individual Member organizations, see [http://www.3gpp.org/Individual\\_Member.htm](http://www.3gpp.org/Individual_Member.htm)

**INFORMATION RELATED TO SUBMISSION OF DOCUMENTS**

For **number allocation** please contact: Mr Howard Benn by

**E-mail:**                **bennh@ecid.cig.mot.com**

**The document file should be at Ericsson, through the e-mail address below, no later than 5<sup>th</sup> May 1999, after having been allocated a document number.**

**Otherwise you have to bring 60 copies of each document with you to the meeting!**

Any **document** that you wish to submit to the meeting should be **sent to this E-mail address** (in an ETSI recognised format, use MIME for attachments) and clearly marked as input to **3GPP TSG RAN WG4 Meeting #4:**

**meeting.smg@era.ericsson.se**

**Questions** related to the document submission (other than document number allocation) can be put to:

Ms Sharon Pettersson

Telephone:                +46 8 757 3249

Fax:                        +46 8 404 8040

E-mail: sharon.pettersson@era.ericsson.se



## HOTEL RESERVATION FORM

**For the 3GPP TSG RAN WG4 Meeting #4, 10-12 May 1999.**

**Please complete ALL sections in BLOCK CAPITALS and send it no later than 3<sup>rd</sup> May to:**

*Ms Jessica Agdahl, fax: +46 8 681 3585 (Tel: +46 8 681 3590) or e-mail: remhotel@rem.ericsson.se*

The "first come first served" principle apply.

<b>Hotel</b>	<b>Rate Single room</b>
MEMORY	1090:- SEK
AMARANTEN	925:- SEK
Radisson SAS ROYAL VIKING	1210:- SEK

I would like to reserve ..... single room (s) for the following nights at the above marked hotel to the special rate.

Dates:                      Arrival: .....      Departure: .....

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Fax\*: \_\_\_\_\_

Tel\*: \_\_\_\_\_

(\* = including country code)

Please guarantee my room for late arrival.

Credit Card no      \_\_\_\_\_

Expire date              \_\_\_\_\_

## **TRAVEL INFORMATION**

### *A. Travel from Arlanda airport to Stockholm City.*

Travel from Arlanda airport can be done by bus or taxi.

#### 1. Bus:

There are bus services to Stockholm City. The buses operate at about 10 minutes interval most times of the day. The City Bus Terminal is located in the centre of the city. From there we suggest you take a taxi to the First Amaranthen Hotel. The City Bus Terminal is very close to the Royal Viking Hotel.

There are bus services to Kista, but the frequency of operation to Kista is not too high. Inquire at the airport if there is a suitable bus when arriving.

#### 2. Taxi:

If you choose to go by taxi, make sure to check with the taxi dispatcher to get a taxi from a "serious" taxi company. Please remember to negotiate the price in advance! Many taxi companies offer flat rates (between SEK 345,- and 450,-) to Stockholm.

### *B. Transportation/walking directions to the conference venue.*

To get to the Electrum from the Memory Hotel, please ask the hotel reception. It is a few minutes walk. There is a map at the URL:  
<http://www.advisumab.se/kistakartan/memory/memeng.htm>

To get to Electrum from the First Hotel Amaranthen, you can go by the underground (T-bana). The Underground station is "Rådhuset" and is just around the corner from the hotel.

To get to Electrum from the Royal Viking Hotel, you can go by the underground (T-bana). The Underground station is "T-Centralen" and is very close to the hotel.

If you go by underground, take the "Blue line" in direction "Akalla" to station "Kista Centrum". It is approximately 20 minutes journey from "T-Centralen". The trains operate at rush hour with about 10 minutes interval.

When leaving the underground train at "Kista Centrum" use the exit at the rear end of the train, when leaving the station you immediately enter a shopping mall, turn left and walk through the shopping mall to "Kistagången".

As you exit the shopping mall, you will have a Telia tele shop on your right and an Ericsson office on your left. Continue on "Kistagången" to Electrum. It is about 5 minutes walk from the station to Electrum.

Alternatively, you can of course go by taxi from the down town hotels.

**ADDITIONAL INFORMATION**

Information about the city of Stockholm:

- <http://www.stockholm.se/english/>
- <http://www.stoinfo.se/england/index.html>

Maps of Stockholm, please see Web address:

<http://www.stoinfo.se/england/maps/index.html>

Map showing the underground station "Kista" and Electrum:

<http://www.advisumab.se/kistakartan/electrum/vb/eleceng.htm>

<http://www.advisumab.se/kistakartan/electrk/electrk.htm>

Conference rooms at Electrum:

<http://www.advisumab.se/kistakartan/electrk/konferens.htm>