



December 8, 2022

**3GPP MEGA MEETING INVITATION
NOVEMBER 2023
CHICAGO, ILLINOIS, USA**

Dear Colleagues,

On behalf of ATIS and the company meeting hosts, we are pleased to invite you to the 3GPP November 2023 SA3, CT1, CT3, CT4, RAN1, RAN2, RAN3, RAN4, RAN5, SA1, SA2, SA4, SA5, SA6 and CT6 meetings in Chicago, Illinois.

Company meeting hosts include AT&T, Blackberry, Cisco, Comtech, DISH Network, Dolby Labs, Ericsson, 459 Consulting, Futurewei Technologies, Intel, InterDigital Communications, Ligado Networks, Motorola Solutions, NextNav, Nokia, ONEMedia, Pivotal Commware, Qualcomm, Rogers Communications, Southern Linc, T-Mobile USA, Union Telephone Company, and Verizon Wireless

Meeting Location(s)

Meetings will be held at two different hotels, the Hilton Chicago (RAN Working Groups) and Palmer House Hilton (SA/CT Working Groups). The hotels are located approximately 10 minutes walking distance from each other. Rooms have been reserved at both hotels. The negotiated room rate is \$249 + 17.4% tax for single and double occupancy and the cut-off date for reservations is **October 24, 2023** or until the block is sold out.

Please make your reservations and stay at the meeting hotel. Staying at the meeting hotel is critical to defray meeting room rental costs. Book reservations online using the links below.

Hilton Chicago Reservations – RAN Working Groups

<https://book.passkey.com/go/ATIS3GPPMeetings2023HC>

Palmer House Hilton Reservations – SA/CT Working Groups

<https://book.passkey.com/go/ATIS3GPP2023>

If registered 3GPP delegates are required to book through corporate travel vendors rather than using official registration link, room nights will count towards the room block but the negotiated room rate may not be available.

3GPP Meeting Registration

In addition to making your hotel reservation, delegates must also register to attend the meeting on the 3GPP online portal at <https://portal.3gpp.org/>. For security purposes, name badges **MUST** be worn at all times to be allowed into the meeting rooms. Information regarding badges will be distributed later.



GENERAL MEETING INFORMATION – CHICAGO, ILLINOIS

Meeting Dates and Locations:

SA3#113 November 6 – 10, 2023 Palmer House Hilton (takes place preceding week)
CT1#145 November 13 – 17, 2023 Palmer House Hilton
CT3#131 November 13 – 17, 2023 Palmer House Hilton
CT4#119 November 13 – 17, 2023 Palmer House Hilton
RAN1#115 November 13 – 17, 2023, Hilton Chicago
RAN2#124 November 13 – 17, 2023 Hilton Chicago
RAN3#122 November 13 – 17, 2023 Hilton Chicago
RAN4#109 November 13 – 17, 2023 Hilton Chicago
RAN5#101 November 13 – 17, 2023 Hilton Chicago
SA1#104 November 13 – 17, 2023 Palmer House Hilton
SA2#160 November 13 – 17, 2023 Palmer House Hilton
SA4#126 November 13 – 17, 2023 Palmer House Hilton
SA5#152 November 13 – 17, 2023 Palmer House Hilton
SA6#58 November 13 – 17, 2023 Palmer House Hilton
CT6#117 November 14 – 17, 2023 Palmer House Hilton (starts a day later)

Hilton Chicago – RAN Working Groups

720 S. Michigan Avenue
Chicago, IL 60605

Palmer House Hilton – SA/CT Working Groups

17 East Monroe Street
Chicago, IL 60603

Reservation Cut-off Date

October 24, 2023 — The group rate is available until October 24 or until the block is sold out. Rates are anticipated to be significantly higher after the cut-off date or once the room block is fully booked.

Hotel Reservation Cancellations

Reservations must be cancelled **48** hours prior to arrival to avoid penalty of one night's room fee plus tax.



Shipping Packages

Receiving, handling and storage charges may apply for packages sent to a guest’s attention at the hotel. Please contact the hotel directly to check these charges prior to having anything shipped to the hotel, such as items from Amazon, etc. Delegates are responsible for any charges billed to their rooms.

Time Zone

Central Standard Time (UTC-6)

Airport

Chicago O’Hare

Directions:

See location map in Annex

Taxi or Uber to Hotel

Approximately \$40 - \$50.00 (one way)

Voltage

110v

Please be sure you have the correct adapter. Voltage converters will not be provided at the meeting.



Meeting Start Time

The meetings are scheduled to start at 9:00 AM on Monday morning. The chairman will advise individual groups of any changes to this schedule.

**Please direct any inquiries regarding meeting logistics to ATIS’ 3GPP Meeting Facilitators:
chicago2023@atis.org**



VISA APPLICATION GUIDANCE FOR U.S. MEETINGS

Thank you for your interest in traveling to Chicago to participate in the 3GPP meeting. The U.S. visa application process is significantly different than the process in many other countries. The following guidance is intended for delegates planning to attend U.S.-hosted meetings to more clearly understand the process for application.

Step One: Be Informed

We urge you to carefully review all the information on procedures for non-immigrant visa application provided by the U.S. State Department. The following online location provides an official source of information about U.S. visa policy and procedures: <https://travel.state.gov/content/travel/en/us-visas.html>

Please follow all instructions provided on the website for your local U.S. Embassy or Consulate General website to avoid costly delays

U.S. visa policy permits citizens of certain countries to travel to the U.S. without a visa. For information about whether you may require a visa, please find such information at the following location online: <https://travel.state.gov/content/travel/en/us-visas/tourism-visit/visa-waiver-program.html>

Please remember that your application must be submitted through the U.S. Embassy or Consulate General that has jurisdiction over your place of residence. The following is a link to the list of all U.S. Embassies and Consulates worldwide: <https://www.usembassy.gov/>

Step Two: Apply Early

Due to potentially long wait times for a visa interview and possible requirements for additional processing, applicants are encouraged to begin the visa application process as early as possible – no less than 30 days and **ideally at least 90 days in advance of the intended travel**. Wait times for a visa interview can range from a few days to several months, depending on location and time of year.

Applicants engaged in certain sensitive scientific or technical fields may be subject to additional administrative processing procedures, which can add additional time to the visa application procedures, in some cases up to 120 days.

Step Three: Be Prepared

Applicants for U.S. visas should come to the visa interview with a thorough understanding of their travel plans and logistics. They should bring their invitation letter, copies of meeting agendas, travel itineraries and other documents on official letterhead, as well as documentation to help demonstrate “strong ties” to their home country. For information on what constitutes “strong ties”, please see:

<https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/visa-denials.html>

- INA Section 214(b) – Visa Qualifications and Immigrant Intent



*****VISA INVITATION LETTER REQUEST*****

If a visa invitation letter is required for your travel to Chicago, please complete the following online form:

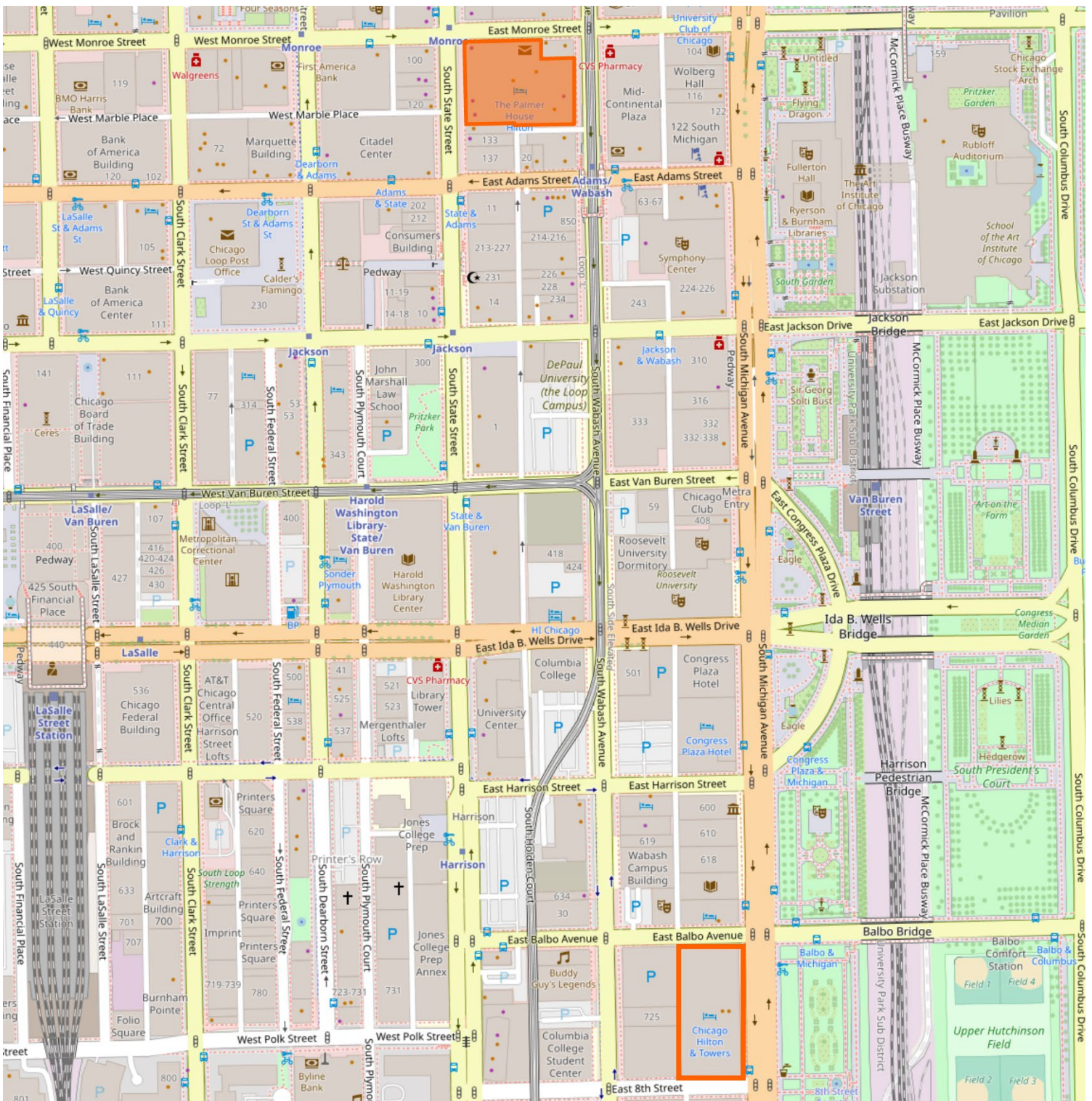
<https://www.atis.org/international-partnerships/3gpp/visa-letter-request/>

After you enter your personal information, the completed form will be automatically processed. Signed letters will be returned via email. The invitation letter cannot be completed without including your hotel information and confirmation number. Letters may take up to 14 working days to be processed. Please note, after October 20, 2023 hard copies of the invitation letter will not be physically sent. They will only be sent via email.

If you have not received your letter within 14 working days, or if you have any changes or questions after receiving your emailed letter, please contact: Elaine Jakins at visas@atis.org.



ANNEX – LOCATION MAP



Map credit: OpenStreetMap