



**IEEE 802 Session  
January 11-16, 2015  
Atlanta, Georgia USA**

**IEEE 802 Group Rate Hotel Rooms Very Limited**

Issued Friday December 19, 2014

**January 2015 IEEE 802 Interim at the Hyatt Regency Atlanta**

The January 2015 IEEE 802 Interim Session will take January 11-16, 2015 at the Hyatt Regency in Atlanta, Georgia USA.

Participating IEEE-802 Working Groups: **802.1, 802.3, 802.11, 802.15, 802.16, 802.18, 802.19, 802.21, 802.22, 802.24** and **EC Study Group on Privacy Recommendation**

**Event Information Website:** <http://802world.org/interim>

**Registration Fees & Deadlines**

**Standard: Deadline is 6 PM Pacific Time, Wednesday January 7, 2015**

(UTC Time: 1am Thursday, January 8, 2015)

- \$US 600 for attendees staying at the Hyatt Regency Atlanta
- \$US 900 for all others (all attendees not staying at the group hotel)

**Late/On-site: After 6 PM Pacific Time, Wednesday January 7, 2015**

(UTC Time: 1am Thursday January 8, 2015)

- \$US 800 for attendees staying at the Hyatt Regency Atlanta
- \$US 1100 for all others (all attendees not staying at the group hotel)

**Student Registration:**

- \$US 150 for a limited number of student attendees
- Available to full-time college students at the bachelor or post- graduate level.
- Available only one time per person.
- The person using the Student meeting fee will not be able to use meeting attendance to gain or maintain voting rights.
- **A valid current student ID must be shown when picking up the meeting badge.**

**Registration Fee Includes:**

The registration fee covers AV equipment, network/Internet services, power hook-ups in the meeting rooms, continental breakfast, morning and afternoon refreshments as well as meeting services and supplies.

The Registration Fee for the January 2015 Interim Session **does not include:** Lunch Service, a Social Event or guest room accommodations.

**Registration Website:**

<http://802world.org/apps/session/89/register>

## Registration Policy

**Session Registration:** Registration is available through a secure website and requires a valid credit card for the payment of the registration fee. Cash and checks are NOT accepted for registration.

Any individual who attends any part of a meeting that is a scheduled part of an IEEE 802 Interim Session must register for the full session.

Session registrations are not transferable to another individual or to another Interim session.

If you register for an IEEE 802 Interim session and then are unable to attend, you must request cancellation of your registration before the cancellation deadline to be eligible for a refund of all or part of the fees paid.

- **Cancellation Request:** <http://802world.org/apps/session/89/register1/cancel>
- **Visa Invitation Request:** <http://802world.org/apps/session/89/register1/visa>

If you require assistance please email [802info@facetoface-events.com](mailto:802info@facetoface-events.com)

## Cancellation & Refund Policy

In order to obtain a refund of all or part of the fees paid you must request cancellation of your registration before the late cancellation deadline.

CANCELLATION TYPE	DEADLINE
EARLY - FULL REFUND	6 PM Pacific Time, Friday, <b>December 5, 2014</b>
LATE – CANCELLATION FEE \$US 100	6 PM Pacific Time, Wednesday January 7, <b>2015</b>
<b>NO REFUNDS AFTER</b>	<b>6 PM Pacific Time, Wednesday January 7, 2015</b>

Cancellation requests must be made either by submitting at <http://802world.org/interim> or by submitting an email request direct to: [802info@facetoface-events.com](mailto:802info@facetoface-events.com)

## Group Hotel Registration Discount Policy

The registration fee covers AV equipment, network/Internet services, power hook-ups for laptop computers, continental breakfast (may include fruit, pasties, yoghurt, juice, coffee, tea) morning and afternoon refreshments, as well as meeting services and supplies.

The combined hotel room stays of IEEE 802 attendees' covers the meeting rooms themselves. For this reason, anyone who is not a registered guest at the **Hyatt Regency Atlanta** for one or more nights must pay a higher registration fee than attendees staying at the IEEE 802 Interim Session hotel.

Attendees who elect to share accommodations must ensure that all members of the rooming party are listed on the hotel register before arrival (or upon check-in at the hotel) so that the hotel can verify their hotel stay.

**Please note:** The correct registration fee must be paid prior to receiving your badge, which permits entrance to scheduled meetings.

## USA VISA Applications

In many cases, visas are required for entrance into the USA. For standards participants traveling to the USA, we recommend visiting the USA government site (<http://travel.state.gov/content/visas/english.html>) for advice on how to obtain such a visa.

The USA Government page (<http://travel.state.gov/content/visas/english.html>) is able to supply such information as:

- Up-to-date information on the Visa Application Process
- Expected wait-times for appointments and application processing in various cities

For further information on traveling to the US, please go to:  
<http://sites.nationalacademies.org/PGA/biso/visas/index.htm>

The websites listed above are NOT IEEE websites but are provided to you as additional information on traveling to the United States

### Instructions for Obtaining an Invitation Letter for in USA Visa Applications

The IEEE Standards Association can provide you with a letter inviting you to attend the session.

- You must register for the upcoming Interim session in order to obtain an Invitation Letter.
- To register for the IEEE 802 Interim session you must pay the registration fee using a valid credit card that can accept charges in US dollars.
- If for any reason you should be unable to attend the Interim session you may request a refund of your registration fee according to the IEEE 802 Cancellation Policy (<http://802world.org/Interim/cancellation-policy/>)
  1. Once your registration has been approved you may at any time select the link to “Generate a Visa Letter” from the dropdown menu under the VISA tab on event website.
  2. Log in using the same UserID and Password that you used to register.
  3. Provide some additional information that is necessary for your Invitation Letter:
    - Your Date of Birth
    - Your Place of Birth
    - The Nationality of Your Passport (i.e. the issuing country)
    - The Passport Number
    - The Passport Expiration Date
  4. Once this information has been accepted your personalized letter will be generated in Acrobat PDF format and then displayed on the screen for printing and saving.
  5. In addition, a copy of the generated visa letter PDF format file will be sent as an attachment in an email to your email address. These letters have the IEEE Logo at the top, are properly signed by the IEEE-SA President, and should be printable on any common personal computer printer.

If you are still unsure of what to do, or if you have any other questions, please contact our meeting organizers by email: [802info@facetoface-events.com](mailto:802info@facetoface-events.com) or by phone: +1 (408) 241-8906.

## January 2015 IEEE 802 Interim Session Group Hotel Rates

### Hyatt Regency Atlanta

625 Peachtree Street NE  
Atlanta, Georgia, USA 30303  
Tel: +1 404 577 1234

[Maps & Directions](#)

### IEEE 802 GROUP RATE: \$US 179/Night (plus applicable taxes)

- Single and Double Occupancy Run of House Rooms, Internet access included.
- Extra Adults: (>2) are an additional \$US 10/Night (plus applicable taxes).
- Extended Dates: IEEE 802 Group Rate will be available January 2<sup>nd</sup> to January 21<sup>st</sup>.

**PASSKEY RESERVATION WEBSITE NOTE:** The IEEE 802 Guest Room Block at the Hyatt Regency Atlanta is at very high occupancy during the January 2015 IEEE 802 Interim Session. IEEE 802 Group Rate rooms may no longer be available on some dates. In such instances if there is availability in the hotel the prevailing rate will apply.

We suggest you reserve as many of your desired dates of stay as you can by unchecking the box on the top right hand corner of the page that displays the No rooms available message. By unchecking the box you should be able to see what if any rooms remain available.

Alternately you may call the hotel directly and arrange your reservation details.

### IEEE 802 GROUP RATE RESERVATION DEADLINE: **Friday December 19, 2014**

The IEEE 802 Group Rate will be available until Friday December 19<sup>th</sup> or the Group Block has been filled which ever comes first.

### **\*SUBJECT TO AVAILABILITY:**

The Group Rate is subject to the availability of rooms in the IEEE 802 Group Room Block.

If the block is sold out before the **deadline date** (December 19, 2014), the rate may no longer be available.

### **HOTEL CANCELLATION POLICY:**

No penalty if cancelled prior to 6 PM Eastern Time on Date of Arrival

## HOW TO MAKE A HOTEL RESERVATION AT THE IEEE 802 GROUP RATE

### Reserve room online at:

[https://resweb.passkey.com/Resweb.do?mode=welcome\\_ei\\_new&eventID=11250026](https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=11250026)

-OR-

**Call the Hyatt Regency Atlanta Direct Line: +1 (404) 577-1234**

Please ask for the reservations department and request the IEEE 802 Group Rate, code = "IEEE 802"

## Hartsfield Jackson International Airport

The Hartsfield Jackson International Airport is one of the busiest airports in the world and has an easy access to direct flights to and from a variety of domestic and international locations. The airport has an easy to navigate website that will supply all information you may require with regards to planning your arrival and departure from Atlanta, Georgia USA. <http://www.atlanta-airport.com>

## Ground Transportation Information

### Important Information for International Arrivals and Departures

**International shuttle connector:** Because Atlanta-bound passengers cannot access secured areas of the Airport after they pick up their luggage at the international terminal baggage claim, the Airport has established shuttle services to link passengers at the international terminal with existing facilities.

The international shuttle connector offers direct service from the international terminal to two locations:

- **Existing facilities** — A 12-minute shuttle ride connects the international terminal with the domestic terminal's ground transportation center at the west end of the building. From here, passengers can access the domestic terminal, parking areas and **MARTA train service to downtown**.
- **Rental car center** — A 15-minute shuttle ride links passengers with the rental car center, which houses all rental car transaction counters and vehicles.

The international shuttle connector is a free service and operates 24 hours a day.

### **MARTA (Metropolitan Atlanta Rapid Transportation Authority)**

MARTA is Atlanta's local public transportation system. The Hyatt Regency Atlanta is located in the heart of downtown on historic Peachtree Street, and offers an indoor connection to the Peachtree Center Station of the MARTA public rail system making it just 15 minutes from Hartsfield Atlanta International Airport.

Click any of the links below for information:

- **MARTA Trains** - <http://www.itsmarta.com/rail-schedules-or-route.aspx>
- **How to Ride MARTA to and from the Airport** – <http://www.itsmarta.com/airport.aspx>
- **MARTA Schedule and Map:** <http://www.itsmarta.com/ns-pea-overview.aspx>

### **TAXIS**

A set fee prevails between the airport and the central business district. A special per-person rate applies for two or more passengers. Rate is subject to change without notice.

**Location:** Taxicab service is located in the Yellow Bus aisle.

**Call:** +1 (404) 530 3485

### **Flat Rate Zone from/to the Airport**

- Downtown \$US 30.00
- Buckhead \$US 40.00
- Midtown \$US 32.00
- \*\$US2.00 charge for each additional person.

## SHUTTLE SERVICE

Shared-ride shuttle services are available at Hartsfield-Jackson Atlanta International Airport (ATL) during flight operating hours. These shuttles provide transportation service to hotels, convention centers, businesses and residences.

Go to the transportation booth at the airport and ask for a shuttle to the Hyatt Regency Atlanta downtown. The Hyatt Regency Atlanta recommends the Atlanta Airport Shuttle Service (T.A.A.S.S.), 404.941.3440. No reservations are necessary for arranging transportation from the Atlanta Airport to the hotel. It runs 6 a.m. to midnight from the airport and it leaves the hotel every 10 and 40 minutes after the hour. \$US 16.50 one way/\$US 29.00 round trip per person.

Most shared-ride shuttles pick up on the Green Bus Aisle, which is located outside in the Ground Transportation Center between the Domestic North and South Terminals. We recommend that you contact the company directly to make reservations or for inquiries.

\*All Transportation Rates are subject to change without notice.

## Email Distribution List

We provide e-mailed session announcements and updates. To join this list and stay informed, send email to [listserv@listserv.ieee.org](mailto:listserv@listserv.ieee.org) with no subject and with the following 2 lines appearing first in the body of the message:

**subscribe stds-802-all  
end**

## Meeting Planner Contact Information

Please contact us directly if we may be of any assistance in your preparations for this event. We are accessible via telephone and email.

Dawn Slykhouse  
IEEE 802 Meeting Planner  
**Face to Face Events**  
2699 Iversen Court  
Santa Clara, CA 95051 USA  
**Phone:** (408) 241-8906  
**Email:** [802info@facetoface-events.com](mailto:802info@facetoface-events.com)