

{WG Chairs: Please ensure this important Plenary Session information is forwarded to your full Group List as soon as possible !!!}

IEEE 802 Plenary Session UPDATE #1

March 13-18, 2011 - SINGAPORE !!!

To: All IEEE 802 Members, Liaisons, and Attendees

Subj: LAST CHANCE for Early Registration & Early-Bird Hotel rooms - Book NOW !!!

The March 2011 IEEE 802 LMSC Plenary Session will be held at the Marina Bay Sands Hotel in Singapore during the week of March 13-18, 2011.

*Please Note: There have been several reports that the MBS web reservation site has displayed erroneous messages indicating that there were **No Rooms Available**. These messages are caused by sporadic problems with their web-site. We suggest that you retry or try again later. If the problem seems persistent, please notify us at: 802info@ieee.org and we will attempt to rectify the situation as soon as possible.*

Session Registration: Individuals who attend part of a meeting that is a scheduled part of an IEEE-802 Plenary Session must register for the full session. Registration is available through a secure website or at the IEEE-802 On-Site Registration Desk. Session registration is not transferable to another individual or to another plenary session. If you register for an IEEE-802 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.

We strongly encourage web registration for this session, as it will save you much time spent waiting in line at the On-Site Registration Desk. In addition, if you register on the web during the Early Session Registration period, you will save \$200 or \$400 US over standard or late/on-site registration respectively.

The following Session Registration fees are required for the March 2011 Plenary Session:

- **Early Registration:** \$500 US if staying at Marina Bay Sands else \$800 US but you must register before 6pm PST, Saturday, Jan. 22, 2011 (UTC Time: Sunday, Jan. 23, 2011, 2am)
- **Standard Registration:** \$700 US if staying at Marina Bay Sands else \$1000 US when you register after 6pm PST Saturday, Jan. 22nd, but before 6pm PST, Monday, Feb. 28, 2011 (UTC Time: Tuesday, March 1, 2011, 2am)
- **Late/On-Site Registration:** \$900 US if staying at Marina Bay Sands else \$1200 US if you register after 6pm PST, Monday, Feb. 28, 2011 (UTC Time: Tuesday, March 1, 2011, 2am)

These fees include Deluxe Continental Breakfasts (daily, M-F), 3-Course Buffet Luncheon (M-Th), and morning (M-F) and afternoon (M-Th) Coffee/Tea/Soda Breaks for all registered attendees during the session.

Web registration requires valid credit card information for the payment of the registration fees; checks are **NOT** accepted for web-registration.

The registration fee will be **discounted by \$300 US** for all registrants who stay one or more nights at the 802-contracted hotel: the Marina Bay Sands.

Note: A significant portion of the IEEE-802 room rate covers the cost of the meeting spaces and services the hotel provides for our group, so only attendees staying at the Marina Bay Sands Hotel will receive this discount. Your name must be shown as a registered guest at the Marina Bay Sands, or you will be required to show proof of your stay at the hotel. Attendees who share rooms must ensure that all 802 attendee names are shown on the hotel reservation record. Repayment of the \$300 discount will be required at the On-Site Registration Desk if your hotel stay cannot be verified (i.e. your name does not appear on the hotel's list of registered guests).

Please register for this session by clicking on the "Registration" button at the top of the Attendees Portal Page at: <http://iee802.facetoface-events.com/session/68>

NEWS !!! VISA INVITATION LETTERS now available:

The generator function for the **Visa Invitation Letter** tool is now active on the IEEE-802 Plenary Portal page shown above. In addition there is a Host Support Letter from the Singapore Tourism Board (STB) and a Visa Application Form that you will need to file your application. There are also links to directions for applying and instructions on how to complete and submit your application electronically.

We have been told that Singapore provides a very efficient online web Visa Application process that provides 1-day turn-around for applications, so you should have plenty of time to get your Visa now that the generator, documents, and directions are posted.

We apologize for the delay but we had to have the letter come directly from the Singapore Host and there has been some delay. Please watch for an email providing any updates to the Visa application process or the Visa Invitation generator tool as we get more experience and feedback on the current application process.

NEWS !!! AIRLINE DISCOUNTS now available for 802 attendees through Star Alliance:

Our Host airline, **Singapore Airline**, has arranged for IEEE-802 attendees plus 1 guest each to be able to get significant discounts (up to 20%) on airfares through the Star Alliance network, which has 27 different airlines as members, so you should be able to find one or more Star Alliance member airlines that will offer significant discounts for your air travel to and from Singapore for this IEEE-802 March 2011 Plenary Session. The savings can be quite substantial since it also reduces amount you must pay for Fees and Taxes.

To check to see what fares you can obtain through the Star Alliance network, you must go to the following URL: <http://www.staralliance.com/en/business-solutions/conventions-plus/delegates/> and enter the IEEE-802 Event Code = **SQ03S11**, then select your preferred Airline from the list presented and contact their agent using the number provided for contact to get a quote and/or book your travel to and from Singapore Changi airport (SIN).

For more information on this program, please go to the following URL: <http://www.staralliance.com/conventionsplus/>

Hotel Reservations: go to: <http://tinyurl.com/34ox9da> or [http://staging.marinabaysands.com/Standalone_pages/March 2011 IEEE 802 Plenary Session.aspx](http://staging.marinabaysands.com/Standalone_pages/March_2011_IEEE_802_Plenary_Session.aspx)

MARINA BAY SANDS HOTEL

10 Bayfront Avenue
Singapore 018956

Tel: +65 6688 8868 IEEE-802 Group Reservations: +65 6688 8889

Website: www.marinabaysands.com

IEEE 802 PLENARY SESSION GROUP RATES: (includes free Internet access in the guestroom)

EARLY-BIRD: deadline: must reserve before Saturday, January 22, 2011 at 6pm Singapore Time (Singapore Time = GMT+8 = 2am PST)

SG\$250.(~\$192.US)/night + taxes (currently 17.7%) - Single/Double Occupancy, Children (≤ 21) are free.

Note: *E-B rate deadline also subject to room availability; please book immediately to ensure getting this rate.*

GROUP RATE: after Saturday, January 22, 2011 at 6pm Singapore Time and before February 28, 2011 at 6pm Singapore Time (= GMT+8 = 2am PST)

SG\$296.(~\$227.US)/night + taxes (currently 17.7%) Single/Double Occupancy, Children (≤ 21) are free.

Note: *Group rate deadline also subject to room availability. Please book as soon as possible to ensure getting a room at the Group rate.*

Please Note: *The Registration Fee will be **discounted by \$300 US** for attendees booking and staying one or more nights at the Marina Bay Sands Hotel.*

EXTRA ADULT PERSONS (>2): +SG\$50/night each (for persons >21) *

**If you know the members of your rooming party in advance of your arrival please list all of their names on your hotel reservation so they can be verified for registration.*

CHILDREN POLICY:

There is no charge for children 21 years of age or less sharing a room with parents.

CANCELLATION & EARLY CHECK-OUT POLICY:

No charge for reservations cancelled prior to 6pm Singapore Time (= GMT+8) on Date of Arrival; after this time 1-night room + taxes will be charged as a late cancellation fee. No Charge for those who must check-out early as long as hotel is given ≥ 12 hours advance notice.

EXTENDED DATES:

Group Rates are offered over the extended dates of Friday, March 3rd, through Tuesday, March 29th, subject only to Room availability.

WEB RESERVATIONS LINK: go to: <http://tinyurl.com/34ox9da> or [http://staging.marinabaysands.com/Standalone_pages/March 2011 IEEE 802 Plenary Session.aspx](http://staging.marinabaysands.com/Standalone_pages/March_2011_IEEE_802_Plenary_Session.aspx)

TELEPHONE RESERVATIONS:

Group reservations may be made by telephone at +65 6688 8889.

Attendees will please reference the Group ID Code: "IEEE802" when making telephone reservations.

IMPORTANT DETAILS ABOUT RESERVATION PROCEDURES:

PLEASE NOTE: Guests who make a WEB RESERVATION need to print out the Reservation confirmation page upon completing the booking for future reference. The Marina Bay Sands will be sending you a proper email confirmation letter within 48 hours of the booking date & time and they send it to the guest email directly.

WARNING: When creating your reservation, it is **necessary** for you to click the **REFRESH RATES** button before you click the **RESERVE NOW** button or you will not get the latest dates that you just selected. In many cases you will get the default setting which is to Check-in on 3/11/2011 for 1 night only. If you have already booked your room please double-check your confirmation to ensure you got the correct dates reserved.

Complimentary Airport Shuttle Bus upon arrival: The Marina Bay Sands airport shuttle bus runs 7 days a week, every 30 minutes from each of the 4 terminals at Changi Airport. Simply present your confirmation email to the MBS shuttle bus driver at the coach bay of your arrival terminal for free transfer to the MBS Hotel.

Note: We only provide emailed session announcements and updates. Session information will be posted on the IEEE-802 web site at: <http://www.ieee802.org/meeting/>. Please check this site for registration info and possible late updates. We have an email distribution list for announcements and updates on late-breaking plenary session information (e.g. overflow hotels, hotel goofs or confusions, registration reminders, etc.). To join this list and stay informed about the upcoming plenary session, send email to 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

One final reminder, the contact information for our IEEE 802 Conference Organizers is:

IEEE 802 LMSC Plenary Sessions
c/o Face To Face Events, Inc.
2699 Iversen Court
Santa Clara, CA 95051 USA

Phone: +1 (408) 241-8906
Fax: +1 (408) 241-8918
Email: 802info@facetoface-events.com

Regards,
Dr. Everett O (Buzz) Rigsbee
IEEE-802 LMSC Meeting Manager
7750 80th Place SE
Mercer Island, WA 98040-5912
ph/fx: 206-236-2229
SkypeID: BRigsB
BRigsB@ieee.org