



October 16, 2009

Hotel Room Cut Off and Early Registration Deadline Approaching

NOVEMBER 2009 IEEE-802 PLENARY SESSION 2nd MEETING INFORMATION UPDATE

The **November 2009 IEEE-802 LMSC Plenary Session** will be held at the **Hyatt Regency Atlanta** (on Peachtree Street) in downtown Atlanta, GA during the week of November 15-20, 2009.

This information update contains the following information:

- Plenary Session Registration information for the November Plenary.
- Hotel Reservation form for mail or fax (you may also reserve your room on the web or by telephone).
- Information on rental-car group discounts available for IEEE 802 attendees.

Session Registration: See detailed info on Registration/Cancellation on the web portal at the link below.

If you register on the web during the pre-registration period, you will **save \$100.US**. For the November Plenary Session, the web pre-registration fee is **\$400.US**. Web pre-registration closes at **6pm PDT, Friday, October 30, 2009 (UTC Time: Saturday, October 31, 1am)**. **After that time, the registration fee is \$500.US for both web registration and on-site registration.** Web registration requires valid credit card information for the payment of the registration fee; checks are NOT accepted for web-registration.

Register for this session at: <http://ieee802.facetoface-events.com/plenary>

All **IEEE 802 Working Groups** will be located at the:

Hyatt Regency Atlanta Hotel & Conference Center
265 Peachtree Street, Atlanta, GA 30303

Toll Free Reservations: (800) 233-1234 **Phone:** (404) 577-1234 **Reservation Fax:** (404) 588-4137

The Hyatt Regency Atlanta adjoins the Peachtree Center Mall and MARTA station via a covered walkway. For more ground transportation information including current schedules, rates, please see the airport web portal (<http://www.atlanta-airport.com/GroundTransportation/>).

IEEE-802 Group - Hotel Web Reservations:

https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=1450500

IEEE 802 Group Rate:

- \$145.00 US single/double occupancy per night plus applicable taxes*.
* Taxes are currently: 15% Room Occupancy Tax

Dates the group rate is available: November 5-30, 2009 (based on hotel room availability).

Reservations cut off date: Saturday, October 31, 2009 (Book early - Rooms are limited).

Cancellation Policy: No charge when reservation cancelled prior to 6pm EST of arrival date.

AVIS Car Rental:

Avis Worldwide Discount # for IEEE 802 Groups: **AWD# A606094**

<http://www.avis.com/car-rental/html/meetings/go2.html?AWD=A606094&NAME=IEEE+802+Plenary+Session+&FDATE=11152009&TDATE=20091120&LOCATION2=&LOCATION1=Atlanta,+GA&EVENT=0&ARCIATA=>

IEEE 802 Group - Hotel Reservation Form

Hyatt Regency Atlanta - Hotel & Conference Center

265 Peachtree Street
Atlanta, GA 30303

Toll Free Reservations: (800) 233-1234 **Phone:** (404) 577-1234 **Reservation Fax:** (404) 588-4137

Web Reservations: https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=1450500

The Hyatt Regency Atlanta is pleased to welcome the attendees of the November 2009 IEEE 802 Plenary Session. Our entire staff would like to take this opportunity to extend a welcome to you during your stay.

Group Name: IEEE 802 LAN/MAN Standards Committee Plenary Session		
Session Dates: November 15-20, 2009		Group Code: IEEE
Guest Information: (please fill in below)		Room Block Reserved until: October 31, 2009
Last Name:		First Name:
Arrival date:	Arrival time:	Departure date:
Company:		Phone:
Address:		Fax:
City:	State:	Zip Code:
Credit Card # (VISA, M/C, Amex, or Discover):		Exp. Date:
Cardholder's Signature:		Print Cardholders Name:
Any special requests:		

⌚ Reservation requests received after October 31, 2009 (or after the block has filled) will continue to be accepted at the 802 group rates on a space available basis. Book early to assure your preferred room accommodations.

\$ To guarantee your reservation include a first night's deposit (room + tax) or provide a major credit card for guarantee (listed above). If you do not wish to use a credit card, you must mail a check payable to "Hyatt Regency Atlanta" with a copy of this form. **Do Not Send Cash.** The deposit will be refunded if the reservation is cancelled prior to 6PM Atlanta Time (EST) of your arrival date. Late cancellations and No-Shows will be assessed a one night's (room + tax) penalty. Please retain the cancellation number provided until credit/refund is received. Group rates apply from November 5-30, 2009 (subject to room availability).

Group Rate (per night in US \$):	Please Indicate Type of Room(s) Requested:
_____ \$145.00US Single + taxes* per night	_____ Single(s) 1 person – 1 bed
_____ \$145.00US Double/Twin + taxes* per night	_____ Double(s) 2 persons – 1 bed (King)
_____ +\$20.00/night for each additional adult person	_____ Twin(s) 2 persons – 2 beds (Doubles)
	_____ Smoking _____ Non-Smoking

Note: Hotel check-in time is 3:00 pm EST; checkout time is 1:00pm EST. * Currently taxes are as follows: 15% Occupancy Tax. There is no additional charge for children 21 years or younger staying in the same room with parents.