

**INTERIM MEETING ANNOUNCEMENT**  
**IEEE P802.3 CSMA/CD TASK FORCE & STUDY GROUP**  
**INTERIM SESSION**

**Ottawa, Ontario, Canada**

**HOSTED BY**



**MEETING DATES:** Monday, September 27<sup>th</sup> through Friday, October 1<sup>st</sup>, 2004

**MEETING LOCATION:**

**Ottawa Marriott**  
100 Kent Street, Ottawa, Ontario, Canada, K1P 5R7  
Marriott Central Reservations: 1-800-228-9290  
Hotel Direct Telephone: 613-238-1122  
Web Site: [www.ottawamarriott.com](http://www.ottawamarriott.com)

**ROOM RESERVATIONS:**           **BOOK TODAY!!!!!!**

To make a reservation, please be identify yourself as an **IEEE 802 meeting attendee (group code: IEEN)** to receive the group rate.

**IEEE 802 Group Room Rate:**   **\$145.00++CAD per night - single/ double occupancy (plus taxes)**

**Group Name:**                   **IEEE 802**

**Web Reservation Group Code:**                   **IEEIEEA**

The reservation deadline for rooms in our block is **Wednesday, September 8, 2004**. Reservations made after that date will be accepted on a space available basis up to the group block of **150** rooms. Everyone is encouraged to reserve a room as quickly as possible.

**Reservations Methods:**

Hotel Direct Telephone: 613-238-1122  
Central Reservations: 1-800-228-9290  
Web: [www.ottawamarriott.com](http://www.ottawamarriott.com)

**Hotel Cancellation Policy:**

The Ottawa Marriott must receive a cancellation notice **24 hours** prior to day of your scheduled arrival for you to receive a full refund of the deposit or to release your guarantee.

## **MEETING REGISTRATION FEES: (TO BE CONFIRMED)**

The pre-registration cost per attendee and the on-site registration fee's are still to be confirmed.

The registration fee covers meeting rooms, meeting rooms, AV equipment, power hook-ups for laptop computers, network access, food and beverage, and other related meeting services/supplies. The meeting agenda is now posted.

### **Web Registration:**

This link will be available the week of **August 23-27, 2004**. Once it is available, it will be posted on the IEEE 802.3 website.

**Parking:** Currently, \$15.00 CAD Self or \$23.00 CAD Valet, both with in and out privileges.

### **TRANSPORTATION:**

a) An airport shuttle to and from the Ottawa Marriott operates every 30 minutes for \$12.00 CAD one way or \$18.00 CAD for a return ticket. The shuttle service is located near the baggage claim/ground transportation area.

b) Taxi service is approximately \$22.00 CAD each way. Taxis are situated near the baggage claim/ground transportation area.

c) Driving Directions from the Ottawa Airport - Airport Parkway North for 5 miles. The Airport Parkway becomes Bronson Avenue (Northbound). Continue North on Bronson Avenue for 3.5 miles. Turn right on Queen Street (Eastbound). Hotel is located 3 blocks down Queen Street at the corner of Queen and Kent Streets.

### **TOURIST INFORMATION:**

Please visit: <http://www.ottawatourism.ca/> for visitor's information.

### **CONTACT:**

Please contact Face To Face Events, Inc (IEEE 802 Conference Managers) at 408/241-8906 or 604/944-2652 or email [802info@facetoface-events.com](mailto:802info@facetoface-events.com) for further meeting details, registration and/or assistance. Thank you.

Dawn Slykhouse and Darcel Moro – IEEE 802.3 Meeting Managers

Face To Face Events, Inc.