

## IMPORTANT: ATTENTION All IEEE 802.17 Attendees !!!

### IEEE 802: Meeting Information Update Memo – 1st Announcement

DATE: Thursday, March 21, 2002

ATTN: All IEEE 802.17 Attendees

SUBJ: **IEEE 802.17 Interim Meeting – May 6-9, 2002 – Ottawa, ON., Canada**



Important information for all potential 802.17 attendees:

- a) The Crowne Plaza in Ottawa, Canada, will be the site for the March 2002 IEEE 802 Plenary Meeting. The cut-off date for the block is April 12, 2002. To make your hotel reservation, you must contact the hotel directly by calling: (800) 2CROWNE or 613-237-3600 ex 6200. If the hotel becomes SOLD-OUT, please call and request to be put onto the IEEE 802.17 WAIT-LIST. This group typically has many late cancellations, and the hotel will contact you when a room becomes available. You may also wish to call the hotel during the 1 to 2 weeks prior to the start of the Interim Meeting to check the status of your reservation request. The special IEEE 802.17 group rate is **\$149/night for single/double occupancy plus applicable taxes**. Check in time is 3:00pm, check out is 1:00pm. Room reservations may be canceled without penalty up until **6pm of your day of arrival**.
- b) Please check out the following website to help you with customs and other important travel information. <http://www.canadainternational.gc.ca/view-e.asp?Grp=000100B1&act=1&tbID=1>
- c) The Crowne Plaza Ottawa is located 15 KM from Ottawa International Airport (OKM). Taxi ride one-way is approximately \$20 (CDN). Hotel self-parking for in-house guests and other visitors is currently \$14 (CDN) with in and out privileges. Valet parking available at a daily cost of \$23.00 (CDN). To get to the Crowne Plaza Hotel from the Ottawa International Airport, take the 417 HWY, take Bronson Ave North, turn right on Queen St., Hotel is on the corner of Queen and Lyon.
- d) There are many attractions close to the Crowne Plaza Hotel: Casino de Hull, Parliament Buildings, Museum of Civilisation, parks and the Museum of Science and Technology.
- e) The IEEE 802.17 **Opening Plenary** will begin Monday, May 6<sup>th</sup> at **8:00am** and the closing plenary is currently scheduled to be held from 8am to 6pm on Thursday, May 9<sup>th</sup>.
- f) Please note that we will be offering registration via the web. Another message will be sent out in mid April with further information.

Please contact us at [802info@ieee.org](mailto:802info@ieee.org) or (408) 241-8906 if you require further information and/or assistance. We look forward to seeing you in Ottawa.

Thank you,  
Dawn C. Slykhouse, IEEE 802 Conference Organizer  
c/o Face To Face Events, Inc.