



# IEEE 802 Plenary Session Meeting Information Update #1 November 10-15, 2013 Dallas, Texas USA

Monday September 30, 2013

## Early Registration Deadline Friday October 4, 2013

The November 2013 IEEE 802 Plenary Session and a Celebration of Ethernet's 40th Anniversary will take place November 10-15, 2013 at the Hyatt Regency Dallas in Dallas, Texas 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 **OmniRAN EC Study Group**.

**Event Information and Registration Website:** <http://802world.org/plenary>

## Registration Fees & Deadlines:

### Early: Before 6pm Pacific Time, Friday, October 4, 2013

(UTC Time: 1am Saturday, October 5, 2013)

- \$US 500 for attendees staying at the Hyatt Regency Dallas
- \$US 800 for all others (including local attendees not staying at the group hotel)

### Standard: After Early Registration and before 6pm Pacific Time, Friday November 1, 2013

(UTC Time: 1am Saturday, November 2, 2013)

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

### Late/On-site: After 6pm Pacific Time Friday November 1, 2013

(UTC Time: 1am Saturday, November 2, 2013)

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

### Student Registration:

- \$US 150 for all student attendees (college students at the bachelor or post-graduate level)
- The Student meeting fee is available to full-time college students at the bachelor or post-graduate level. The Student meeting fee is 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.**

### University Outreach: Tuesday November 12, 2013

- \$US 25 US for all student attendees (college students at the bachelor or post-graduate level)

The day will start at 8:00 am with an orientation session of about one hour long. IEEE 802 University Outreach students and faculty attendees are then free to observe sessions. A list of meetings recommended for observation by the Working Groups (a self guided tour) will be supplied. The day will end at 5:00 pm with a closing session to provide the opportunity for IEEE 802 University Outreach participants to ask questions about what they have observed.

## Registration Policy

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

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

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

If you register for an IEEE 802 Plenary 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.

After you have Registered for the Session, Registration Cancellation Requests and Visa Invitation Requests may be submitted via a link on the event website at: <http://802world.org/plenary>

## 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>October 4, 2013</b>
LATE – CANCELLATION FEE \$US100	6 PM Pacific Time, Friday, <b>November 1, 2013</b>
<b>NO REFUNDS AFTER</b>	6 PM Pacific Time, Friday, <b>November 1, 2013</b>

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

## Group Hotel Registration Discount Policy

The November 2013 IEEE 802 Plenary Registration Fee will be discounted by \$US 300 for attendees booking and staying one or more nights at IEEE-802 contracted hotel: **Hyatt Regency Dallas**. 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:** payment of the \$300 US surcharge will be required onsite if the hotel cannot verify an attendee's hotel stay.

## Obtaining an Invitation Letter for USA Visa Applications

The IEEE Standards Association can provide registered attendees with a letter inviting them to attend the session. Once your registration has been approved you may select the link to "Generate a Visa Letter" from the VISA Information tab on event portal navigation bar. You will be asked to log in using the same UserID and Password that you used to register.

1. You will be asked to provide some additional information 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
2. Once this information has been accepted your personalized letter will be generated in PDF format and displayed on the screen for printing and saving. 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.

## IEEE 802 Plenary Session Group Hotel Rates:

**Hyatt Regency Dallas**  
300 Reunion Boulevard  
Dallas, Texas, USA, 75207  
Tel: +1 214 651 1234  
[Maps & Directions](#)

**GROUP RATE: \$US 174/Night  
(plus applicable taxes)\***

Rate applies to Single/Double Occupancy Run of House Rooms, Internet access included.

**EXTRA ADULTS:**

Extra Adults (>2) are an additional \$US 25/Night (plus applicable taxes).

**EXTENDED DATES: November 1-26, 2013**

Subject only to availability the IEEE 802 Group Rate is available November 1-26, 2013.

**SUBJECT TO AVAILABILITY:** \*The Group Rate is subject to the availability of rooms in the IEEE 802 Group Room Block.

**ROOM BLOCK DEADLINE:**

If the block is sold out before the deadline date (October 25, 2013), the rate may no longer be available.

**HOTEL CANCELLATION POLICY:**

No penalty if reservation is cancelled prior to 6pm Central Time on anticipated date of arrival.

## How to Make a Room Reservation at The IEEE 802 Group Rate

**Reserve room online at:**

<https://resweb.passkey.com/go/IEEENov2013>

**Reserve a room by phone:**

Hyatt Regency Direct Line Tel: +1 214 651 1234

Ask for reservations and then ask for IEEE 802 Plenary Session Group Rate, code = "IEEE 802"

## Email Distribution List

We only provide e-mailed session announcements and updates. Session information will continue to be available on the IEEE 802 web site at: <http://www.ieee802.org/meeting/>. We also have a Meeting Information email distribution list. 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

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