

Project	IEEE 802.16 Broadband Wireless Access Working Group < http://ieee802.org/16 >		
Title	Proposal to host 802.16 Session #55, May 2008 in China		
Date Submitted	2007-07-19		
Source(s)	Zhigang Yan China Mobile	Voice: E-mail: yanzhigang@chinamobile.com	
	Sean Cai ZTE USA Inc. San Diego, CA, USA	Voice: +1 (858)554-0387 x212 E-mail: scai@zteusa.com	
	Jianmin Lu Yanhong Wang Huawei Shenzhen, China	Voice: E-mail: lujianmin@huawei.com E-mail: wangyanhong@huawei.com	
	Xiaolu Dong CATR	Voice: E-mail: dongxiaolu@mail.ritt.com.cn	
Re:	Hosting Proposal for Session #55, May 2008 in China		
Abstract	Checklist for Proposal to host Session #55		
Purpose	Discussion and Approval of Checklist for Proposal based on 80216-04_67 Annex A		
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Meeting Site Options of Session#55 in China

Zhigang Yan, Sean Cai, Jianmin Lu, Yanhong Wang, Xiaolu Dong
China Mobile, ZTE, Huawei, CATR

Meeting Site Option 1 – Xi'an

Annex A: Checklist to Accompany IEEE 802.16 Interim Session Proposals

Individual Host (normally a Working Group Member)	Sean Cai
Corporate Host or Hosts	China Mobile, ZTE, Huawei, CATR
Additional Corporate Supportor or Supporters (if any)	Not Available
City	Xi'an
Hotel	Sofitel Grand Mercure
Proposed Dates	May 12-15, 2008
Does Corporate Host agree to accept any financial loss?	Yes
Does Corporate Host agree to turn over any financial surplus?	Yes
Registration Fee	Approx. US\$260
Advance Registration Fee	Approx. US\$210
Hotel status (reserved? contract offered?)	Reserved
Number of sleeping rooms offered in block	Up to 350 rooms
Sleeping Room cutoff date	April, 2008
Sleeping Room Rate	Superior US\$165 Deluxe US\$180 Premier US\$190
Will the Host provide a registration desk?	Yes
Will the Host accept registration fees and provide receipts?	Yes
Will the Host maintain a list of paid registrants?	Yes
Will breakfast and coffe/tea/snack breaks be included?	Yes
Will lunches be included in the registration fee?	Yes
Will the Host sponsor (pay for) a social event?	Yes
Will the Host sponsor (pay for) any other functions or features?	TBD
Will classroom-style meeting rooms be included?	Yes
What are the seating capacities of the meeting rooms?	400+pp, 100+pp 40pp, 30ppx3
Is hotel currently holding these rooms for the group?	Yes

Will all meeting rooms be available both day and night?	Yes
Will Internet connectivity be provided?	Yes
Will wireless LAN access be provided?	Yes
Will a local server be provided?	Yes
Will the Host provide network technical support?	Yes
<i>Special features: describe in separate contributed document</i>	

Meeting Site Option 2 - Macao

Annex A: Checklist to Accompany IEEE 802.16 Interim Session Proposals

Individual Host (normally a Working Group Member)	Jianmin Lu
Corporate Host or Hosts	China Mobile, Huawei, ZTE, CATR
Additional Corporate Supportor or Supporters (if any)	Not Available
City	Macao
Hotel	Venetian Macao-Resort-Hotel
Proposed Dates	May 12-15, 2008
Does Corporate Host agree to accept any financial loss?	Yes
Does Corporate Host agree to turn over any financial surplus?	Yes
Registration Fee	Approx. US\$450
Advance Registration Fee	Approx. US\$400
Hotel status (reserved? contract offered?)	Reserved
Number of sleeping rooms offered in block	400+
Sleeping Room cutoff date	April, 2008
Sleeping Room Rate	US\$200
Will the Host provide a registration desk?	Yes
Will the Host accept registration fees and provide receipts?	Yes
Will the Host maintain a list of paid registrants?	Yes
Will breakfast and coffe/tea/snack breaks be included?	Yes
Will lunches be included in the registration fee?	Yes
Will the Host sponsor (pay for) a social event?	Yes
Will the Host sponsor (pay for) any other functions or features?	TBD

Will classroom-style meeting rooms be included?	Yes
What are the seating capacities of the meeting rooms?	600+pp, 200+pp, 50pp, additional smaller capacities as needed
Is hotel currently holding these rooms for the group?	Yes
Will all meeting rooms be available both day and night?	Yes
Will Internet connectivity be provided?	Yes
Will wireless LAN access be provided?	Yes
Will a local server be provided?	Yes
Will the Host provide network technical support?	Yes
<i>Special features: describe in separate contributed document</i>	