

INTERNATIONAL TELECOMMUNICATION UNION



Radiocommunication Bureau

(Direct Fax N°. +41 22 730 57 85)

Addendum 1 to
Circular Letter
8/LCCE/139

16 November 2005

To Administrations of Member States of the ITU and Radiocommunication Sector Members participating in the work of Working Party 8F of Radiocommunication Study Group 8

Subject: Eighteenth meeting of Working Party 8F on IMT-2000 and systems beyond
IMT-2000

Please find attached additional information for participants and the hotel reservation form.

Valery Timofeev
Director, Radiocommunication Bureau

Annexes: 2

Distribution:

- Administrations of Member States and Radiocommunication Sector Members participating in the work of Working Party 8F of Radiocommunication Study Group 8
- Chairman and Vice-Chairmen of Radiocommunication Study Group 8
- ITU-R Associates participating in the work of Radiocommunication Study Group 8
- Secretary General of the ITU, Director of the Telecommunication Standardization Bureau, Director of the Telecommunication Development Bureau

Place des Nations
CH-1211 Geneva 20
Switzerland

Telephone +41 22 730 51 11
Telefax Gr3: +41 22 733 72 56
Gr4: +41 22 730 65 00

Telex 421 000 uit ch
Telegram ITU GENEVE

E-mail: itumail@itu.int
<http://www.itu.int/>

Annex 1

Participation's information on the 18th meeting of Working Party 8F

(Bangkok, Thailand, 25 January – 1 February 2006)

1 Meeting information

Meeting venue

The Landmark Bangkok Hotel
138 Sukhumvit Road
Bangkok 10110 Thailand

Tel: 66 (0) 2254 -0404

Fax: 66 (0) 2253-4259

E-mail: email@landmarkbangkok.com

For more information about the Landmark Bangkok Hotel, please visit the following website:
<http://www.landmarkbangkok.com>

Hotel reservation

200 rooms are available at the Landmark Bangkok Hotel, as specified in the following categories.
NOTE – Hotel rooms should be reserved as soon as possible, but not later than January 9, 2006.
The confirmation after the mentioned date shall be subject to availability. Please use the hotel reservation form attached.

The special rates will be arranged for all participants at the Landmark Bangkok Hotel. In order to receive this special rate, the hotel reservation form must be sent to the local secretariat (Thailand) as follows:

Ms. Srisuda Prommanuwat
International Organization Bureau
National Telecommunications Commission

Tel: +66 2 272-7054

Fax: +66 2 2781736

Email: srisuda@ntc.or.th, inter_org@ntc.or.th

The Landmark Bangkok Hotel rates

Room Requirement	Room Rate/night
80 Superior Rooms	US\$ 105++
50 Deluxe Rooms	US\$ 115++
30 Superior Room on Club Floors	US\$ 130++
20 Superior Room on Lifestyle Floors	US\$ 130++
20 Deluxe Room on Club Floors	US\$ 140++
The rate is subject to 10% service charge, VAT and inclusive buffet breakfast.	

2 Transportation

Airport arrivals

The Landmark Bangkok offers a personalized airport arrival service to ensure your smooth transfer to the hotel.

All limousines offer daily newspaper, cold towels and water.

One Way Airport transfer (2 pax)	US\$ 37.50 per way
Round Trip Transfer	US\$ 70 nett
Deluxe Mini Van transfer (6 pax)	US\$ 47.50 per way
Round Trip Transfer	US\$ 90 nett

However, you can choose the following transportations which are available from the airport to the hotel:

- **Public Meter Taxi** is available at the authorized taxi stand outside the arrival hall of the airport. You have to pay 50 baht in addition to the meter fare as service charge.
- **Airport Limousine Service** is available at the Limousine Counter inside the arrival hall of the airport. Please contact the counter if you want the service.
- **Airport Bus** is available for you to the various routes inside the city. The bus stand is located outside the arrival hall. You are requested to take the **Bus No. A3** (Sukhumvit/Prakanong Route) and drop down the opposite side of the Landmark Hotel bus stop.

Local travel

Taxis cruising the streets of Bangkok, and designated “taxi-meters” charge 35 baht for the first 3 kilometers. Tuk-Tuk or three wheel taxis are quite popular among the tourists for short journeys inside Bangkok. Fares range from a minimum of 30 baht to a maximum of 150 baht. Fares must be bargained for. The Skytrain and new Underground rail system is the new convenient options for traveling around the centre places.

3 Passport and visa

All visitors entering Thailand must possess valid passports or accepted travel documents and appropriate visas before entering the country. Visitors from certain countries may now visit Thailand without requiring visas. Please check the visa requirements with the nearest Royal Thai Embassy of each country, the Embassy may take up to 2 weeks for the visa proceeding.

Further information on Thai Immigration requirements can be found at <http://www.mfa.go.th>

4 Contact point

For any further information you may require or if you need a personal invitation letter or official document for your visa application, please contact:

Ms. Wajana Chuentongkam
Executive Director
International Organization Bureau
National Telecommunications Commission

Tel: +66 2 272-7054

Fax: +66 2 2781736

Email: wajana@ntc.or.th

5 Practical information

About Thailand

Bangkok or Krung Thep which means the City of Angels was constructed in 1782 or 223 years ago. Presently, Bangkok has approximately 10 million populations and it is considered one of the biggest city in the world. Bangkok has retained its traditional charm with a mixture of old cultural heritage and new modern skyscrapers, luxurious hotels, shopping centers, street shoppings, famous Thai food, restaurants, sports, entertainment.

Weather

Thailand is a warm and rather humid tropical country with monsoonal climate. During January to February the average temperature is 32 degrees Celsius to below 20 degrees Celsius with a drop in humidity.

Language

English and some European Languages are spoken in most hotels, shops and restaurants in major tourist destinations, and Thai-English road and street signs are found nationwide.

Time

The time in Thailand is seven hours ahead of Greenwich Mean Time (+7 hours GMT).

Electricity

The electric current is 220 volt AC (50 cycles) throughout the country. Many different types of plugs and sockets are in use. Travellers with electric shavers, hair dryers, tape recorders and other appliances should carry a plug adapter kit. The better hotels will make available 110-volt transformers.

Currency

The Baht is the standard currency unit. 1 Baht = 100 satangs, Bank Notes : 20, 50, 100, 500, 1,000 baht, Coins : 1, 5, and 10 baht

Business hours

Government and business offices are open from 8:30 to 16:30 hours, Monday to Friday.

Annex 2

HOTEL RESERVATION FORM

THE LANDMARK BANGKOK

ITU-R WP 8F Meeting

January 24-February 1, 2006

Reservation Deadline :January 9,2006

Please complete this form and return by fax to +66 (2) 278 1736 or Email: srisuda@ntc.or.th, inter_org@ntc.or.th

Surname _____ First name (Mr. / Miss / Mrs.) _____

Company name _____ Address _____

Telephone _____ Fax. _____ E-mail _____

Room Accommodation

Check-in Date _____ Check-out Date _____

Landmark Floor

Club Floor

Lifestyle Floor

Superior ☐ USD 105++ Superior ☐ USD 130++ Superior ☐ USD 130++

Deluxe ☐ USD 115++ Deluxe ☐ USD 140++ Deluxe ☐ USD 140++

The above rates subject to 10% service charge and 7% government tax.

☐ Smoking ☐ Non Smoking

Landmark Floor Benefits :

- Daily American Buffet Breakfast.
- Welcome drink.
- Free use of "Fitness First" Health Club.
- Fruit and flowers in room upon arrival.
- Daily newspaper.
- Late check-out until 3:00 p.m.
- Airline ticket re-confirmation.

Club Floor & Lifestyle Floor Benefits :

- Complimentary Breakfast either Room Service (Choice of Set menu) or International Buffet Breakfast.
- 2 hours complimentary use of meeting room on the floor.
- Choice of newspapers (Asian Wall Street Journal, Bangkok Post or The Nation)
- Deluxe in-room amenities.
- 3 pieces of complimentary laundry / pressing per stay.
- 10% discount on business facilities.
- 10% discount on food in all restaurant.
- Complimentary DVD Player.
- Late check out until 18:00 hrs. free of charge.
- Express check out service.

Transportation Cost and Services :

One Way (airport to hotel) : Baht 1,500 net / car ☐ Yes ☐ No Arrival Flight _____

Roundtrip : Baht 2,800 net / car ☐ Yes ☐ No Departure Flight _____

Remark :

- Room reservations must be guaranteed with a credit card.
- Please notify the hotel immediately of any change in travel dates;
- The official check-in time is after 12:00 hrs. Should room(s) be required for early occupancy; (before 12:00 hrs.), reservation(s) covering the night before is recommended;
Check-out time is 12:00 hrs. on day of departure. An additional 50% room rate will be applicable for late check-out (i.e. 12:00 hrs. to 18:00 hrs.) Check-out after 18:00 hrs. will be subject to the full day room rate.
- Cancellation or No-Show received between December 24 to arrival date, 3 nights accommodation shall be charged.

Method Payment : ☐ Cash ☐ Master Card ☐ Diners Club ☐ VISA ☐ AMEX ☐ Other _____

Credit Card Number _____ Cardholder's Name _____

Cardholder's Signature _____ Expiry Date _____