

ANNEX B

LOGISTICS, VISA AND OTHER PRACTICAL INFORMATION

International Forum on ITS (ITS-2018) **(Nanjing, China, 6-7 September 2018)**

1. Meeting venue

Jiangning Exhibition Center, Nanjing

Tel: +86-25-5210-8111

Fax: +86-25-8103-1436

Address: No. 1528 Shuanglong Ave, 211100 Jiangning, China



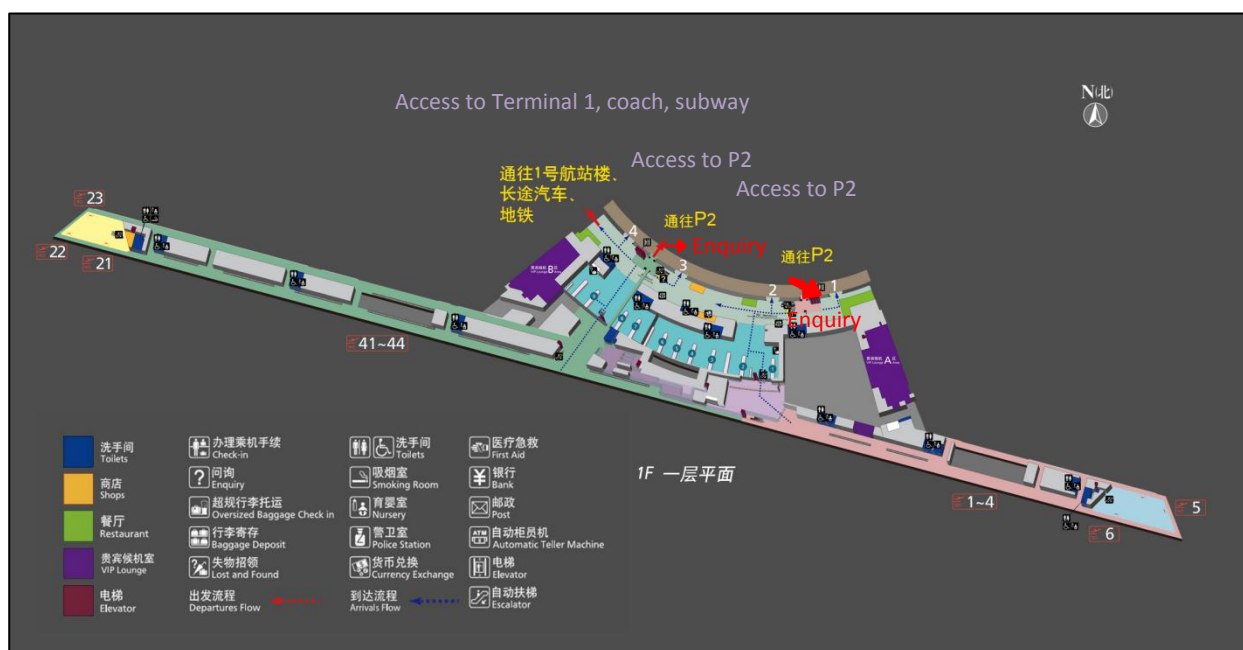
2. Transportation and venue information

31 km to Lukou International Airport; 6 km to Nanjing South railway station; 20 km to the Nanjing railway station.

Once you arrive at the Lukou International Airport, you may reach the venue by:

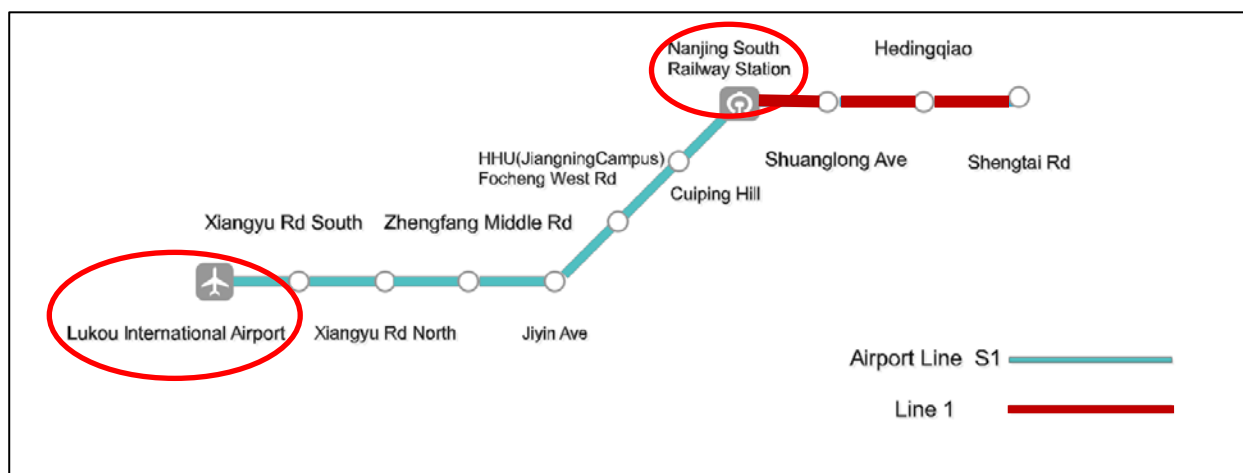
1) Taxi: 20 mins by car

- Nanjing Lukou airport service telephone number: (international calls: +86-25-968890 / local calls: 025-968890)
- You may ask the staff about taxi services. Please find below a map of the arrival level facilities at the airport.



2) Subway:

- Take Line S1 from *Nanjing Lukou International Airport* to *Nanjing South Railway Station*
- Transfer to Line 1 (from *Nanjing South Railway Station* to *Shengtai Road*).



3. Climate (early September in Nanjing)

Monthly average values of the temperature and precipitation in Nanjing are given in the table below:

| | September |
|-----------------------------|-------------|
| Average max temperature | 27°C / 80°F |
| Average minimum temperature | 19°C / 66°F |
| Average precipitation | 82 mm |

For further information on climate please click [here](#) (in Chinese [here](#)).

4. Passports and Visas

All foreign visitors entering China must have a valid passport. Visitors from countries whose citizens require a visa should apply for a visa at the Chinese Embassy or Consulate in your area as early as possible and well in advance of travel.

You may need a letter of invitation from the Chinese host, which you will need to present to the Chinese Embassy/Consulate in your area in order to obtain your visa. The visa must be requested as soon as possible and at least one month before the start date of the meeting and obtained from the office (Embassy or Consulate) representing China in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

In order to receive an invitation letter, your request should reach the host at the following e-mail: chenhui.xu@c-its.org before 6 July 2018. Please:

- a) Fill out [Form 1 below](#)
- b) Provide an electronic copy of your passport (name, date of birth, nationality, passport number, expiration date of passport, etc. must be clearly visible)
- c) Provide the electronic copy of previous Chinese visas and records if you have been to China before
- d) Send the info in a), b) and c) as e-mail attachments to chenhui.xu@c-its.org ; please mark as reference in the subject:

"Invitation letter request for joint ITU/C-ITS international Forum on ITS (6-7 Sept 2018)".

Please do not forget to attach a legible copy of your passport photograph page before sending.

Form 1 – Form to be filled out to request a visa support letter:

| | | | |
|---------------------------------|--|--|--|
| Company | | | |
| Applicant Information | [Click and Type in your full name] | <input type="checkbox"/> Mr <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs | |
| | [Nationality] | Date of birth : [Year] [Month] [Day] | |
| | [Passport No.] | Place of Issue: "[Place of Issue]" | |
| | Date of Issue: [Year] [Month] [Day] | Date of Expiry: [Year] [Month] [Day] | |
| | Marital Status: "[Marital Status]" | [Job Title] | |
| | If the country in which you'll obtain your visa is different from your nationality, please indicate it here: [Country to obtain your visa] | | |
| Address | [Click and Type in your address and ZIP code] Telephone Number: [Click and Type in phone number] Fax Number: [Click and Type in fax number] E-mail: [Click and Type in email] | | |
| Note | | | |
| Date of arrival in China | | Date of departure from China | |

5. List of recommended hotels

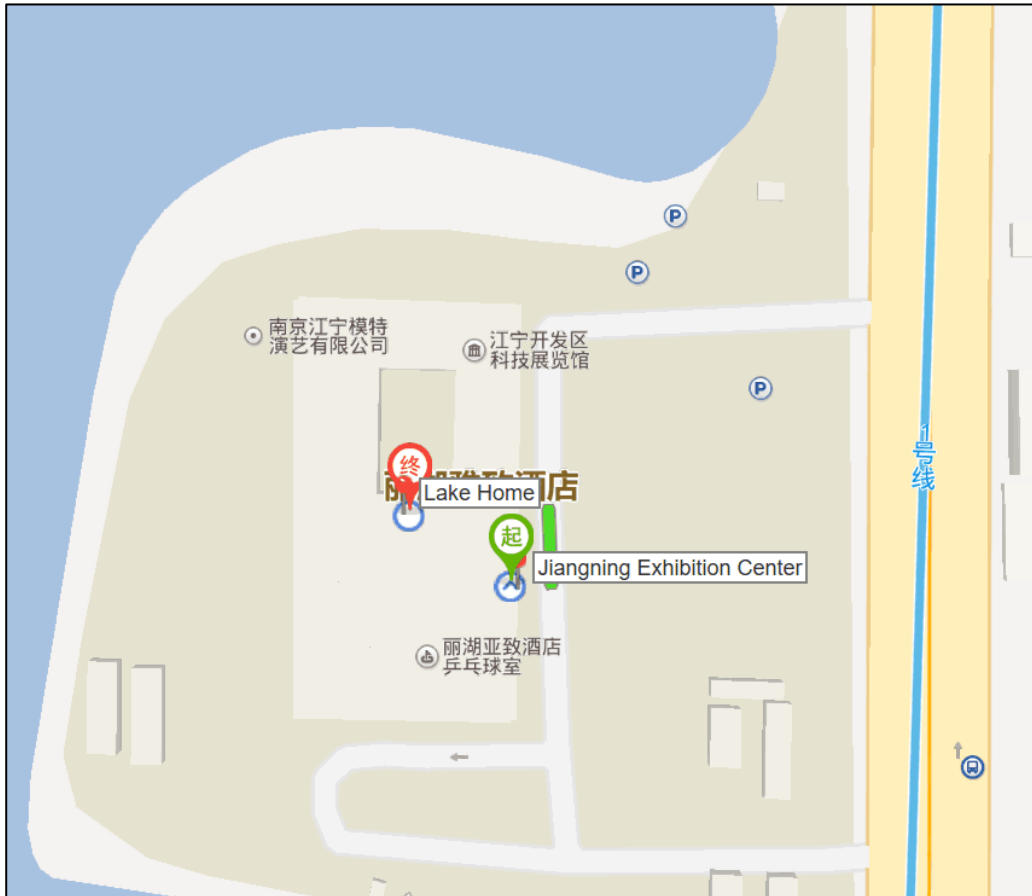
5.1 Lake Home (the closest to the Venue)

<http://www.lakehome.cn/>

Hotel Reservations: +86-25-52108111

Address: No. 1528 Shuanglong Ave, 211100 Jiangning, Nanjing

The distance from Lake Home to the meeting venue is approximately 20 m.



5.2 Marriott Nanjing South Hotel

<https://www.marriott.com/hotels/travel/nkgsc-marriott-nanjing-south-hotel/>

Hotel Reservations: +86-4001181585

Address: No. 1519 Shuanglong Avenue, 211100 Jiangning, Nanjing

The distance from Marriott Nanjing South Hotel to the meeting venue is approximately 0.42km



5.3 Jingling Resort

<http://jinlingresortnanjing.com/>

Hotel Reservations: +86-025-52107666

Address: No. 8 East Jiahu Road, 211100 Jiangning, Nanjing

The distance from Jingning Resort to the meeting venue is approximately 1.1km



5.4 Crowne Plaza Nanjing Jiangning

<https://www.ihg.com/crowneplaza/hotels/us/en/nanjing/nkgni/hoteldetail>

Hotel Reservations: +86-025-81038888

Address: No. 9 East Jiahu Road, 211100 Jiangning, Nanjing

The distance from Crowne Plaza Nanjing Jiangning to the meeting venue is about 1.1 km.



6. Internet access and wireless coverage at the venue

All meeting rooms will have a wireless network with access to the Internet. Every guest room offers high-speed Internet access free of charge. Internet access will be provided using the LAN technologies listed below:

Wireless via Wi-Fi: IEEE 802.11a/n on 5.8 GHz and 802.11g/n on 2.4 GHz.

7. Technical assistance

In case you have any technical problems at the venue (e.g., connecting to Internet, finding meeting rooms, etc.) please contact for help:

Mr Wang Yan: +86- 025-86125106, ynwy17@163.com

8. Electricity

The electricity in China is generally 220V, 50 Hz. Please make sure you have the proper adapter.



Chinese standard

Such sockets are common in China, Australia, New Zealand and many other countries.

9. Currency exchange

The currency in China is the **RMB Yuan (¥)**. The exchange rate of US\$ and RMB is around 6.878. Please check the currency exchange rate in the local bank system or use the following link as a reference: <http://www.xe.com/>

10. Additional information

10.1 Mobile phone: GSM and CDMA, WCDMA, TD-SCDMA, LTE services provided by China Mobile, China Unicom and China Telecom.

10.2 Tipping: Tipping is not necessary.

10.3 Time Zone: GMT+8:00.

10.4 Emergency Number: In case of emergency, please dial 110.

10.5 Sightseeing: For more information see <http://www.gonanjingchina.com/>

11. Registration

International participants may register online on the ITU website:

<http://itu.int/go/ITSforum/2018>

Also, a registration form (in Chinese only), tailored for local participants, is available on the following webpage: <http://www.itsforum.cn>.

12. Contacts

For any questions, please contact:

Mr Wang Yan

Phone: +86-025-86125106

Mobile: +86-13515103083

E-mail: ynwy17@163.com

For general information, please visit: <http://itu.int/go/ITSforum/2018> and <http://www.itsforum.cn>.
