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| **Bureau de la normalisationdes télécommunications** | **logo_F_** |
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 Genève, le 7 octobre 2010

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| Réf.: | **Addendum 1 à la Lettre collective TSB 5/9** |  |
| Tél.: | +41 22 730 6071 |  |
| Fax:E-mail: | +41 22 730 5853tsbsg9@itu.int | Aux administrations des Etats Membres de l'Union, aux Membres du Secteur UIT-T et aux Associés de l'UIT-T participant aux travaux de la Commission d'études 9 |

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| --- | --- |
| Objet: | **Réunion des Groupes de travail 1/9 et 2/9Lawrenceville, Géorgie (Etats-Unis d'Amérique)19 novembre 2010** |

Madame, Monsieur,

1 Comme indiqué dans la Lettre collective 5/9 du 25 août 2010, veuillez trouver ci-joint des informations complémentaires concernant la réunion des Groupes de travail 1/9 et 2/9 qui aura lieu à Lawrenceville, Géorgie (Etats-Unis d'Amérique) le 19 novembre 2010, immédiatement après les réunions du Groupe mixte du Rapporteur (15-18 novembre 2010).

2 Les informations pratiques fournies par l'organisation hôte sont données dans l'**Annexe 1**.

Veuillez agréer, Madame, Monsieur, l'assurance de ma considération distinguée.

Malcolm Johnson
Directeur du Bureau de la
normalisation des télécommunications

**Annexe**: 1

ANNEX 1
(to Addendum 1 to TSB Collective letter 5/9)

Practical information

***(Lawrenceville, Georgia, USA, 15-19 November 2010)***

1. **Venue**

Cisco Systems, Inc.

5030 Sugarloaf Parkway

Lawrenceville, GA  30044

Tel.: +1 770 236 7000

1. **Transportation to the Cisco Systems Lawrenceville campus and hotels nearby:**

Hartsfield-Jackson International Airport is located in south Atlanta, inside the I-285 interstate perimeter highway.

Vehicles are available at the airport [rental car center](http://www.atlanta-airport.com/RentalCarCenter/) for your trip to the Cisco Systems Lawrenceville campus and nearby hotels. For access to the rental car center, follow the Ground Transportation signs in the airport. Public transportation is not available for the trip to the campus. Refer to the map (Appendix 1) for driving directions to the Cisco Systems Lawrenceville campus and nearby hotels.
Rental cars are reasonable in Atlanta and directions are very easy.

Northeast of Atlanta Taxi fares:

Airport to Cisco at 5030 Sugarloaf Parkway, Lawrenceville, GA 30042 is approximately $75.00 one-way.

Taxi Fee Structure – Atlanta Business District

Flat Rate Zone from/to the Airport
Downtown $ 30
Buckhead $ 40
Midtown $ 32
\*$2 charge for each additional person.

The hotels in the area have shuttle services to Cisco Systems Lawrenceville campus at your ask. Taxis are readily available also.

**3. Passports and Visas**

All foreign visitors entering the United States (US) must have a valid passport. Visitors from countries **whose citizens require a visa should at the earliest time and well in advance of travel apply for a visa at a US Embassy or consulate.** The following provides information relating to entry into the U.S.

**US ENTRY FOR NONIMMIGRANTS**

The US State department issued a detailed update of the current Visa Policy. Click on the link below for complete information.

[US State Dept. Visa Policy Update](http://travel.state.gov/visa/laws/telegrams/telegrams_1446.html)

**For assistance with your visa, visit the following websites:**

International Visitors Office site: <http://www.nationalacademies.org/visas>

Official information on the visa application process: <http://travel.state.gov/visa>

**4. Climate**

Monthly Average values of the temperature and precipitation in Atlanta are given in the table.

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|  | November |
| Average Max Temperature | 63°F/17°C |
| Average Minimum Temperature | 44°F/7°C |
| Average Precipitation | 4.1”/10.4cm |

**5. Electrical Appliances**

Throughout the U.S. electrical appliances operate from 120V, 60Hz. power supplies with plugs as shown below. It is suggested guests bring their own power converters and wall plug adapters to allow use of international appliances. Hotels typically provide irons, ironing boards and hair dryers in the hotel rooms, so there is no need to bring these items with you.

 [](http://www.kropla.com/%21ab.htm) 

**6. Contact Point**

Any questions about the meeting arrangements, please contact:

Mr. Gale Lightfoot; email lightfg@cisco.com or telephone +1 770 236 7886

**Appendix 1**

**Map showing route to Cisco Systems Lawrenceville campus and vicinity**

**from Atlanta’s Hartsfield-Jackson International Airport.**

(Hotels near Cisco Systems indicated on map)

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**Appendix 2**

**Hotels**

**[Distance (kilometers/miles) one-way from hotel to Cisco Systems in brackets]**

**Lawrenceville, GA:** Many of the hotels in the Lawrenceville areaare not-full service hotels. They typically offer breakfast and limited room service.

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| [**Marriott Gwinnet Place**](http://www.marriott.com/hotels/travel/atlgp-atlanta-marriott-gwinnett-place/)1775 Pleasant Hill RoadDuluth, GA 30096 +1 770.923.1775[9.7 km/6 miles ]<http://www.marriott.com/hotels/travel/atlgp-atlanta-marriott-gwinnett-place/>[**Hilton Garden Inn**](http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=ATLGSGI)2040 Sugarloaf CircleDuluth, GA 30097+1.770495.7600[6.4 km/4 miles]<http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=ATLGSGI>[**Holiday Inn**](http://www.holidayinn.com/hotels/us/en/duluth/atldu/hoteldetail?siclientid=1952&pcCrdtd=true)6310 Sugarloaf ParkwayDuluth, GA 30097+1.770.476.2003[4.8 km/3 miles] |  |
| <http://www.holidayinn.com/hotels/us/en/duluth/atldu/hoteldetail?siclientid=1952&pcCrdtd=true>[**Hampton Inn**](http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=ATLDMHX)6010 Sugarloaf ParkwayLawrenceville, GA 30043+1.678.407.0018[4.8 km/3 miles]<http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=ATLDMHX>[**Hampton Inn**](http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=ATLLVHX)1135 Lakes ParkwayLawrenceville, GA 30045+1.770.338.9600[4.8 km/3 miles]<http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=ATLLVHX> |  |
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