

Workshop + #7 meeting of FG ML5G, 5-8 November 2019

Berlin, Germany

Hosted by Fraunhofer HHI

Practical information for participants

1 Meeting venue

Name: Fraunhofer Heinrich Hertz Institute (HHI)

Address: Einsteinufer 37, 10587 Berlin Germany

Website: <https://www.hhi.fraunhofer.de/>

2 Transportation facilities from the airport to the Focus Group meeting venue.

Participants are in charge of their own transportation from and to the airport (taxi, limousine bus, car rental, Uber and etc.).

2.1 Arriving at Tegel Airport (TXL)

- **By taxi:** 15 minutes
- **By bus 109** to station "S+U Zoologischer Garten", then change to bus 245 (direction: "S Nordbahnhof") to bus stop "Marchbrücke". The main building at Einsteinufer and branch office at Salzufer are both nearby and can be easily reached by a footwalk of one to three minutes, respectively
- **By bus X9** to bus stop "Ernst-Reuter-Platz", then either walking from Ernst-Reuter-Platz alongside Marchstraße to Einsteinufer (about 5 minutes) or going by bus 245 (direction "S Nordbahnhof") to bus stop "Marchbrücke".

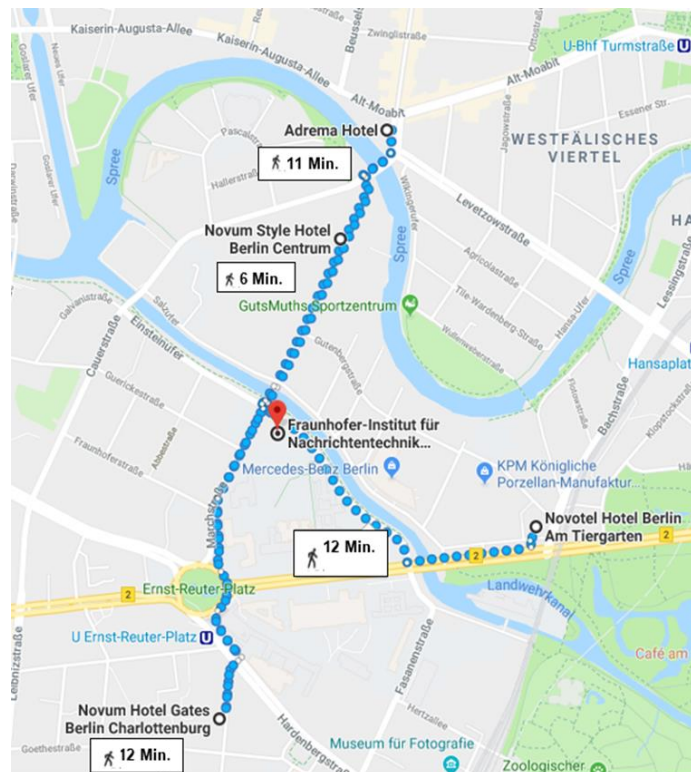
2.2 Arriving at Schönefeld Airport (SXF)

- **By regional express** trains "RE7" or "RB14", operated by Deutsche Bahn (DB), stop at the station "Berlin Zoologischer Garten". Then take bus 245 (direction "S Nordbahnhof") to bus stop "Marchbrücke". The sites at Einsteinufer and Salzufer can be reached by a footwalk of one to three minutes, respectively
- **By suburban railway** (S-Bahn line S9) to station "Tiergarten", and then walk alongside "Straße des 17. Juni" in direction "Ernst-Reuter-Platz" (westward) about 400 m. After crossing the channel bridge turn right into "Einsteinufer". Walking time is appr. 12 minutes.
- **By Train** "Hauptbahnhof" is Berlin's main station on the route of most of international, regional and inner-city trains. From there take bus 245 (direction "Zoologischer Garten") to bus stop "Marchbrücke", journey time is appr. 15 minutes. The main building of the institute is close to the bus stop (appr. 50 m).

3 Hotels close to the meeting venue:

Participants are in charge of their own booking of accommodation. There are several hotels close by the meeting venue. Details are shown in the below table.

	Hotels	Distance
1	<p>Name: Novum Style Hotel Berlin Centrum ***</p> <p>Website: https://www.novum-hotels.com/hotel-berlin-centrum-berlin</p> <p>Address: Franklinstr. 23, Charlottenburg-Wilmersdorf, 10587 Berlin</p>	6 min walk
2	<p>Name: Novum Hotel Gates ****</p> <p>Website: https://www.novum-hotels.com/hotel-gates-berlin</p> <p>Address: Knesebeckstraße 8-9, 10623 Berlin</p>	12 min walk
3	<p>Name: Adrema Hotel ****</p> <p>Website: https://hotel-adrema.de/?lang=en</p> <p>Address: Gotzkowskystraße 20/21, 10555 Berlin</p>	12 min walk
4	<p>Name: Hotel Novotel Berlin am Tiergarten ****</p> <p>Website: https://www.accorhotels.com/de/hotel-3649-novotel-berlin-am-tiergarten/index.shtml</p> <p>Address: Straße des 17. Juni 106 - 108, Tiergarten, 10623 Berlin</p>	12 min walk



5 Local Host Focal Point:

Email: kerstin.reinhardt@hhi.fraunhofer.de

6 Visa information

If you need an official invitation letter for your visa application, please complete the form in Annex 1 and submit it to Kerstin.reinhardt@hhi.fraunhofer.de **no later than 01st of October 2019.**

8 Basic information on Berlin

Websites: <https://www.berlin.de/rbmskzl/en/>

9 Local time

Berlin time zone: GMT +1

10 Telecommunications

The country code is +49.

11 Voltage

The voltage is 230 V.



12 Internet connectivity

WiFi Internet access will be available to participants during the Focus Group meeting.

ANNEX 1

Form for documents to support visa application

If you need an official invitation letter for your visa application, please fill out this form and send it back to Kerstin.reinhardt@hhi.fraunhofer.de **no later than 01st of October 2019.**

Surname/Family name (last name):	
Forenames (first names):	
Birth date (day/month/year):	
Passport number and issuing country:	
Gender:	
Company name:	
Occupation/Position:	
Company/mailing address:	
Postal Code:	
Country:	
Telephone number:	
Fax number:	
Email address:	
Reason:	ITU FG ML5G Workshop and Focus Group Meeting, 5-18 November, Berlin, Germany