ISO/IEC JTC 1/SC 2
Coded Character Sets
Secretariat: Japan (JISC)

DOC. TYPE	Logistical information for meeting
TITLE	Logistics and Registration form for 13th SC 2 Plenary and 45th WG 2 meetings, 2004-06-21/25, Markham, Ontario, Canada
SOURCE	National Body of Canada
PROJECT	
STATUS	The National Body of Canada has kindly offered to host the next SC 2 and WG 2 meetings in Markham. SC 2 members wishing to send their delegations to the meetings are requested to submit a list of delegates to the SC 2 Secretariat as soon as possible but not later than 2004-06-07. The registration form attached to this document should also be sent by 2004-06-07.
ACTION ID	ACT
DUE DATE	2004-06-07
DISTRIBUTION	P, O and L Members of ISO/IEC JTC 1/SC 2 ; ISO/IEC JTC 1 Secretariat; ISO/IEC ITTF
ACCESS LEVEL	Open
ISSUE NO.	181

FILE	NAME	02n3716.pdf 02n3716_registration_form.doc
	SIZE (KB)	
	PAGES	5 1

Logistics and Registration Form
for JTC1/SC2 and JTC1/SC2/WG2 meetings, 2004-06-21/25
IBM Toronto Lab, Markham, Ontario, Canada

MEETING DATES:

2004-06-21/24 (Monday – Thursday AM)   ISO/IEC JTC1/SC2/WG2 Meeting 45
2004-06-24/25 (Thursday PM and Friday)   ISO/IEC JTC1/SC2 Plenary

MEETING HOST:

IBM Canada Limited on behalf of Standards Council of Canada

MEETING LOCATION:

IBM Toronto Software Lab – Training Centre
8200 Warden Avenue,
Markham, Ontario
L6G 1C7
+1 905 413 3523 (IBM Security)
(note: Markham is city just North of the city of Toronto and is a part of the Greater Toronto Area)

HOST CONTACT:

Dr. V.S. (Uma) Umamaheswaran
Phone: +1 905 413 3474 (W), +1 905 428 7963 (H); Fax: +1 905 413 4682
Email: umavs@ca.ibm.com

If you have any special dietary requirements, please let Uma know.

You must sign in and get a badge with Security at the main entrance. To facilitate coordination with Security please confirm your attendance with Uma at least two weeks before the meeting.

PASSPORTS & VISAS:

All visitors to Canada require a valid passport.

Many visitors to Canada require entry Visas; some others do not. Please consult the official Web site of Citizenship and Immigration Canada for the lists of offices in various countries that will indicate to you if you require a Visa -- http://www.cic.gc.ca/english/offices/index.html

Please note that there are fees for a Visa application and you must inquire for the cost at the Citizenship and Immigration Canada office in your country.

If you need a letter in support of a visa to enter Canada, please contact quoting "Attendance at ISO/IEC JTC1/SC2 and WG2 meetings, June 2004".:

Ms. Roz Waddell
Program Officer
Standards Council of Canada
270 Albert St., Ottawa, ON K1P 6N7
PH: +1 613-238-3222 FX:+1 613-569-7808; email: rwaddell@scc.ca

MEDICAL:
No vaccines are required for entry into Canada. But you should refer to the Citizenship and Immigration Canada medical Web page at: http://www.cic.gc.ca/english/visit/medexams.html

To reach the official Web site of the government of Canada and the various services it offers: http://www.canada.gc.ca/

DIRECTIONS TO IBM LAB:
The IBM Toronto Lab is located southwest of Highway 7 and Warden Ave., just north of the 407ETR (Express Toll Route) in Markham, Ontario. The visitors' parking area is to the right of the flag post in front of the main entrance as you are driving towards it.

Transportation to and from the Airport:

If you are arriving by air, the Greater Toronto Area is serviced by Lester B. Pearson International Airport on the west side of the city.

If you are not renting a car, the typical cost of getting to and from the Airport would be:
Limousine (fixed zone rates) - typical minimum charge is CAD 55.00
Taxi (meter) - typical minimum charge is CAD 55.00

All the major rental car companies operate at the Pearson International Airport. It will take you about 30 minutes under normal driving conditions (give yourself at least an extra 30 minutes during rush hour).

From the Airport

To 8200 Warden using the 407 Express Toll Route*:
When exiting the airport follow the signs for Highway 427 North. Drive north on Highway 427 and exit on to Highway 407 ETR East. Follow Highway 407 ETR east for 28 km to the Warden Ave exit. Turn left (north) at the Warden Ave exit stop light. Go north on Warden Ave and prepare to exit right on to the IBM overpass which will take you into the Lab.

*Please advise the auto rental agency before taking the 407 ETR . The toll based on km driven on the ETR + auto rental agency administration fees will be billed to your credit card. Note that there are no attended toll booths as such – the vehicle's license plates are photographed electronically at entry and exit points and the toll charges are sent to the registered owner of the license plate.

To 8200 Warden using Highway 401:
When exiting the airport follow the signs for Highway 401 East. Drive east on Highway 401 for 27 Kilometers to the Don Valley Parkway/404 exit. Go north on the 404 and exit at Hwy 7. Proceed east on Hwy 7 to South Town Centre Blvd (South Town Centre Blvd is east of Rodick Rd and west of Warden Ave). Turn right (south) on South Town Centre Blvd. Follow this road straight into the Lab.

ACCOMMODATION

For information about the Greater Toronto Area (Markham is a part of the GTA) please visit:
http://www.toronto.ca/visitors/index.htm
For accommodations, restaurants, local transportation or other information please visit:
http://www.markham.ca/markham/channels/visitorinfo/overview.htm.
Please make your accommodation arrangements directly with the hotels / rooming houses.

Accommodations – Hotels

** The Hilton Suites is the closest and is about 5 minutes walking distance from IBM Lab. A hotel shuttle bus is also available. They have "an open block for IBM from the dates of June 12-26 ... will be given the rate of CAD 125." Please quote 'IBM meeting' in your reservation request at the special rate and send to Linda Mercier, E-mail: linda.mercier@leisureworld.ca; c/o Hilton Suites Toronto/Markham, 8500 Warden Ave, Markham, Ont L6G 1A5, Canada. Phone: +1 905-415-7606; Fax: +1 905-415-7624; http://www.toronto.com/hiltonsuites.

The following is a list of some other hotels within a 10km radius from the meeting location.

Comfort Inn
8330 Woodbine Avenue, Markham, ON
905-477-6077
http://www.comfortinnmarkham.com/
comfort@comfortinnmarkham.com

Howard Johnson
555 Cochrane Drive, Markham, ON
905-479-5000
www.toronto.com/hojomarkham
info@hojomarkham.com

Courtyard by Marriott
65 Minthorn Court, Markham, ON
905-707-6533 or 1-800-321-2211
http://marriott.com/property/propertyPage/YYZMK
cy-markham@concordhotels.com

Monte Carlo Inn
8900 Woodbine Avenue, Markham, ON
905-513-8100
http://www.montecarloinns.com/
reservation@montecarloinns.com

Hilton Garden Inn
300 Commerce Valley Drive East, Thornhill, ON
905-709-8008
http://www.hiltongardeninn.com/

Radisson Hotel Toronto-Markham
50 East Valhalla Drive, Markham, ON
905-477-2010 or 1-800-333-3333
www.radisson.com/torontoca_markham
radisson.markham@sympatico.ca

Residence Inn by Marriott
55 Minthorn Court, Markham, ON
905-707-7933 or 1-800-331-3131
http://marriott.com/property/propertyPage.mi?marshaCode=YYZMH
ri-markham@concordhotels.com

Holiday Inn
7095 Woodbine Avenue, Markham, ON
905-474-0444 or 1-800-387-3303
http://www.sixcontinentshotels.com/holiday-inn?_franchisee=YYZMK&jrunsessionid=960570520966145036
generalinquiries@holidayinnmarkham.com

Staybridge Suites
355 South Park Road, Markham, ON
905-771-9333
http://www.staybridge.com/

Best Western Parkway Hotel
600 Highway 7 East, Richmond Hill, Ontario, L4B 1B2
http://www.bestwesternparkway.com/
(905) 881-2600 or 1-800-668-0101
Fax Line: (905) 882-3114 / (905) 881-7841

Sheraton Parkway Toronto North
600 Highway 7 East; Richmond Hill, Ontario L4B 1B2
http://www.sheratonparkway.com/default.htm
905-882-3108; Fax: 905-882-3114

Accommodation: Bed & Breakfasts:

Olde Town Bed and Breakfast
http://www.bbcanada.com/oldetowne
63 Church Street, Markham, ON, L3P 2M1
905-294-7411

Valley View House Bed & Breakfast
http://www.bbcanada.com/684.html
109 Robinson Street, Markham, ON, L3P 1P2

905-472-3163

The Yellow House Bed and Breakfast
http://www.bbcanada.com/5505.html
132 Main Street, Markham, ON, L3R 2G4
Toll Free Phone: 1-877-593-5569 or 905-947 9060

ISO/IEC JTC1/SC2 13th Plenary and WG2 Meeting 45
21 - 26 June 2004
Markham, Ontario, Canada

Please complete this form and send it either by email or fax to the SC2 secretariat for your participation **no later than 7 June 2004**. Please also send a copy of this registration form by email to the host contact, Dr. V.S. Umamaheswaran at umavs@ca.ibm.com, and to the WG2 convener Mr. Mike Ksar at mikeksar@microsoft.com (if you will be attending the WG2 meeting).

Attention: Ms. Toshiko Kimura (SC2 Secretariat)

Fax:	+81 3 3431 6493;	Email: kimura@itscj.ipsj.or.jp
Cc :	Dr. V.S. Umamaheswaran (Host)	
	Fax: +1 905 413 4682;	Email: umavs@ca.ibm.com
Cc:	Mr. Mike Ksar (WG2 convener)	
	Fax: +1 425 936-7329	Email: mikeksar@microsoft.com

Meeting Registration Form
(please PRINT if you are filling by hand)

(Dr / Mr/Ms/Mrs etc.) _____
Given Names: Surname:

Organisation:

Address:

City: Country:

Telephone: Fax:

Email:

Country of Delegation:

Date of Arrival:

Any special dietary requirements:

Will be attending (place an X next to the selection):
Plenary ___   Working Group 2   ___   Both   ___