

Useful information about LCWS10

Dear participants of LCWS10,

Welcome to Beijing.

Below are some information which you may find useful.

Currency

Currency used in China is Chinese Yuan or RMB, the exchange rate is the same at the airport, hotels and banks. You may want to make some exchange for use to call a taxi, pay registration fee and for various uses. Actually there are 2 foreign exchange places and three ATM machines in the complex of Friendship Hotel.

Getting to the hotel

The best way from Beijing International Airport to the Friendship Hotel is to take a taxi, it costs about 20 US dollars equivalent.

The check in is at the building you booked. You can show the taxi driver the building you will be in.

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司机先生，您好：

请送我到北京中关村南大街 1 号的友谊宾馆，请带开到里面的

1. 贵宾楼 (Guibin, building 1)
2. 怡宾楼 (Yibin, building 4)
3. 敬宾楼 (Jingbin, building 2)

谢谢！

Dear Sir,

Please take me to Friendship Hotel, which located at 1 Zhongguancun South Steet.

I want go to Gubin Building 1; Yibin bulding4; Jingbin, building 2. Thank you!

Registration

Registration will start from 16:00 to 20:00, March 25 at the lobby of Building 1, and continue from 8:00, March 26 at room 101 in the building of **Meeting Hall**,

Chinese RMB in Cash is preferred and suggested. US dollar, Euro and Japanese Yen will be also accepted.

Registration fee: RMB 3050 yuan. Later registration fee(after first of March): RMB 3200 yuan. The currency exchange rate will refer to the rate at that time, calculated to the RMB which can be converted to. The exact amount for US dollar, Euro and Japanese Yen will be posted up on-site.

At the on-site registration, you should receive a bag containing the meeting material: program of LCWS10, a map for Friendship Hotel, a map of Beijing, your name tag, coupons for lunches, invitations for the reception and the banquet.

If you have companions, the additional cost is 90 RMB for each lunch, 350 RMB for the reception, and 450 RMB for the banquet.

Meals

Breakfast is covered by the rent of the room, one coupon per room for the room price. If you have some companions, you need to buy additional breakfast coupon at the check in desk.

For the persons staying in building 1(**Guibin**, 贵宾楼), breakfast will be served in **Guibin** (80 RMB/ticket). For other people, breakfast will be served at **Juheyuan Restaurant** (聚和园餐厅) (40 RMB/ticket) in **Friendship Palace**(友谊宫),

Lunches will be served at **Juheyuan Restaurant** (聚和园餐厅), **Friendship Palace**(友谊宫).

Reception is in the evening, March 26, at **Juheyuan Restaurant** (聚和园餐厅), **Friendship Palace**(友谊宫)。

Banquet is in the evening March 29, at **Ball room** (聚英厅), on second

floor, **Friendship Palace**(友谊宫),

Meetings

The joint plenary and GDE plenary meetings will be in the **Symposium Hall** in the building of **Meeting Hall**. The GDE parallel sessions are to be held in the building of **Meeting Hall**. Refer to scientific program.

The LCWS plenary will be in room 1+2 of Building 7 (瑞宾楼) on the second floor for the afternoon of June 26, and in ballroom of Building 1 (贵宾楼), the afternoon of June 29 and the morning of June 30. The parallel sessions are held in meeting rooms in building 8 (嘉宾楼).

Presentations

After the program is finalized, should be a few days before the meeting starts, you can upload your talks to the Indico system.

Assistance

Assistances are available in the room at the northeast corner on the 2nd floor of the building of **Meeting Hall**. There will be a few computer terminals at that room for participants to check emails.

Phones of workshop secretaries:

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