

ISO/IEC JTC 1/SC 34

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Meetings of ISO/IEC JTC 1/SC 34

WG 4, WG 8, DIS 26300-1 & -3 BRM

Bellevue (Seattle), Washington, USA – February 23-26, 2015



Contents

- Meeting Host and Location2
 - Schedule2
 - Meeting Information2
- Travel Information3
 - Visas3
 - Air Travel3
 - Accommodation3
 - Hotel3
 - Food and Drink5
- Local Information5
 - Currency / Banks / Credit Cards5
 - Electricity6
 - Weather6
 - Time zone6
- Area Information7
 - Bellevue7
 - Seattle8
 - Puget Sound and Western Washington8
- Photo Credits9
- Appendix A10

Meeting Host and Location

The meetings are being hosted on behalf of the American National Standards Institute by Microsoft at its Lincoln Square offices in Bellevue, Washington.

700 Bellevue Way NE
Bellevue, WA 98004
Conference room: Lincoln Square/14060 (14th floor)
Reception and visitor badges on 15th floor

For logistics questions, please contact either of the following:

John Haug: johnhaug@microsoft.com, 1-425-722-4771
Chris Rae: chrisrae@microsoft.com, 1-425-705-7696

Schedule

Monday	Tuesday	Wednesday	Thursday
WG 8 (morning) 26300 BRM (afternoon)	WG 4	WG 4 Hosted dinner	WG 4

Microsoft invites all attendees to dinner on Wednesday evening (location to be announced). If you do not plan to attend, or plan to bring a guest, please notify one of the hosts above.

Meeting Information

The Microsoft offices are on upper floors of the Lincoln Square tower, accessible from a dedicated elevator bank on the main shopping level of the mall. Attendees should go to the reception desk on floor 15 to obtain visitor badges and have Chris or John paged to escort them to the meeting room.

- <http://binged.it/1sRcqq3> (Bing floor map)
- <http://lincolnsquare.com/StoreDirectory.php> (choose Interactive Map, then set Property Location to Lincoln Square)

Guest wireless internet access will be available in the Microsoft offices. The conference room has a projector and audio teleconferencing equipment.

Hot and cold beverages, a light continental breakfast and afternoon snacks will be made available each day.

Washington state law prohibits smoking in public areas and places of employment, as well as within 25 feet (7.6 meters) of entrances, exits, windows and ventilation ducts of such locations.

Travel Information

Visas

Nationals of countries not part of the [Visa Waiver Program](#) are generally required to obtain a [visitor visa](#) to visit the US. General visa information is [here](#). **Please allow sufficient time for the application, interview and issuance of the visa.** INCITS, the ANSI technical advisory group for JTC 1, has [information](#) on obtaining a letter of invitation and special information for visitors from certain countries (expand the section “Information for US Hosts of International Meetings”).

As of 2009, traveling under the Visa Waiver Program requires authorization through Customs and Border Protection’s [Electronic System for Travel Authorization](#) (ESTA). If you have a current travel authorization, you may not need to apply. Note that a fee is charged for this service. Full FAQ information is available on the ESTA website: <https://esta.cbp.dhs.gov/>.

See also the information from ANSI in Appendix A.

Air Travel

[Seattle-Tacoma International Airport](#) (Sea-Tac) is 17 miles south of meeting venue. “Link” light rail is available into Seattle only. Taxis, limos, shared vans and buses are [available from Sea-Tac](#).

One-way taxi service between Sea-Tac and downtown Bellevue costs about \$50. A shared van service costs about \$25-\$40 but will make other stops. [Sound Transit bus 560](#) operates between Sea-Tac and the [Bellevue Transit Center](#), two blocks from the meeting venue, every hour on weekdays and every half hour on weekends for a fare of \$2.50.

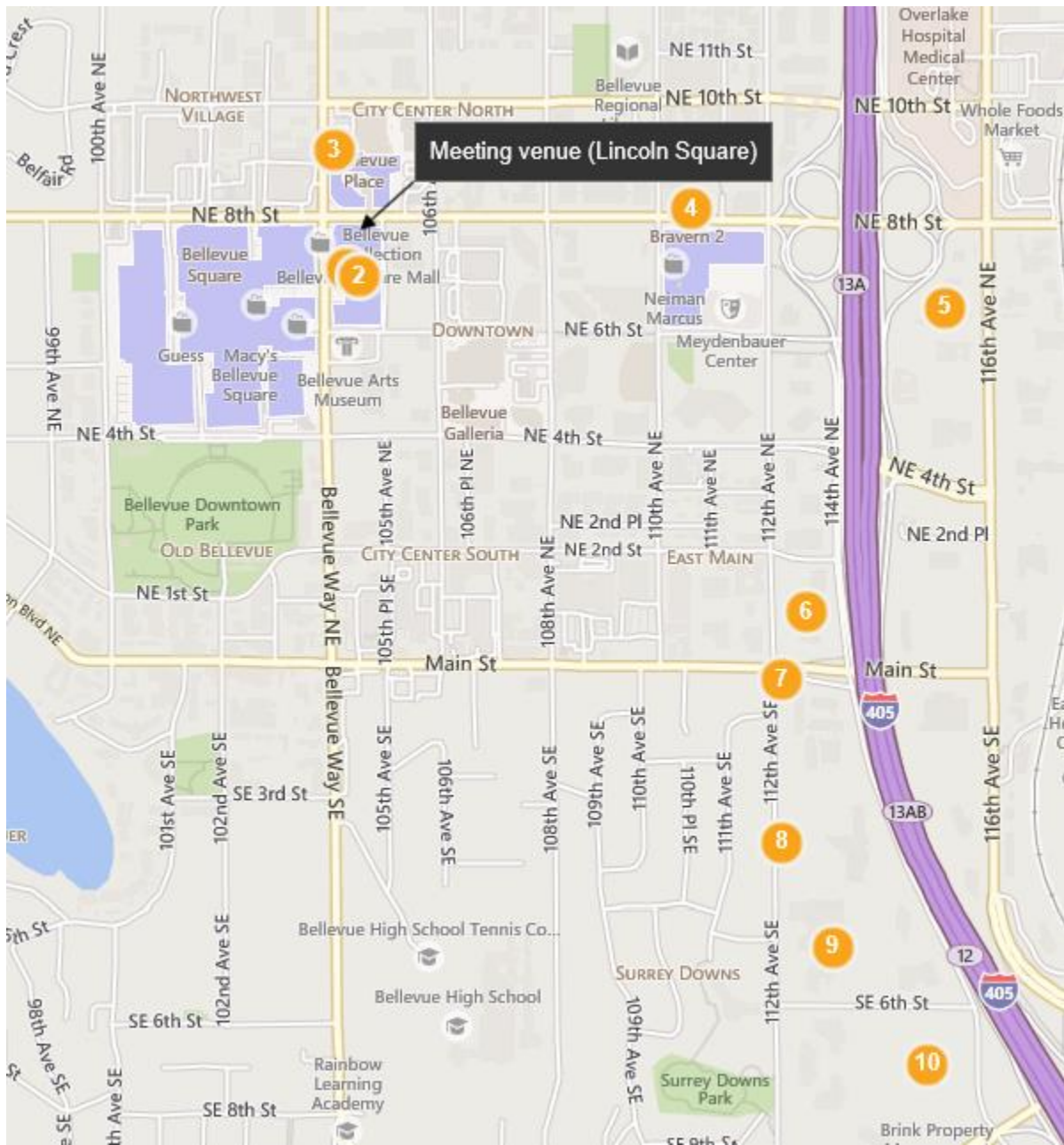
Accommodation

Hotel

The table below lists suggested hotels in the local area. A map of the hotels within two miles of the meeting location can be found [here](#) and below the table.

Hotel	Address	Distance from Meeting	Directions to Meeting
The Westin	600 Bellevue Way NE, Bellevue, WA 98004	0 miles	Directions
Hyatt Regency	900 Bellevue Way NE, Bellevue, WA 98004	0.1 miles	Directions
Courtyard by Marriott	11010 NE 8th Street, Bellevue, WA 98004	0.5 miles	Directions
Coast Bellevue Hotel	625 116th Avenue NE, Bellevue, WA 98004	0.9 miles	Directions
Sheraton Bellevue	100 112th Avenue NE, Bellevue, WA 98004	1.0 miles	Directions
Red Lion	11211 Main Street, Bellevue, WA 98004	1.1 miles	Directions
Hilton Bellevue	300 112th Avenue SE, Bellevue, WA 98004	1.2 miles	Directions
The Bellevue Club	11200 SE 6th Street, Bellevue, WA 98004	1.4 miles	Directions
Residence Inn	605 114th Avenue SE, Bellevue, WA 98004	1.6 miles	Directions

Courtyard by Marriott	14615 NE 29th Place, Bellevue, WA 98004	4.4 miles	Directions
Fairfield Inn by Marriott	14595 NE 29th Place, Bellevue, WA 98007	4.5 miles	Directions
Residence Inn by Marriott	14455 NE 29th Place, Bellevue, WA 98007	4.6 miles	Directions
Silver Cloud Inn	2122 152nd Avenue NE, Redmond, WA 98052	5.1 miles	Directions
Homestead Studio Suites	15805 NE 28th Street, Bellevue, WA 98008	5.5 miles	Directions
Residence Inn	7575 164th Avenue NE, Redmond, WA 98052	7.3 miles	Directions
Marriott	7401 164 Avenue NE, Redmond, WA 98052	7.4 miles	Directions
Grand Hyatt	721 Pine Street, Seattle, WA 98101	10.8 miles	Directions
The Westin	1900 5th Avenue, Seattle, WA 98101	10.8 miles	Directions
The Fairmont Olympic	411 University Street, Seattle, WA 98101	10.9 miles	Directions
W Hotel	1112 4th Avenue, Seattle, WA 98101	11.0 miles	Directions
Hilton	1301 6th Avenue, Seattle, WA 98101	11.1 miles	Directions
Hotel 1000	1000 First Avenue, Seattle, WA 98101	11.3 miles	Directions
Sheraton	1400 6th Avenue, Seattle, WA 98101	11.3 miles	Directions
Marriott Waterfront	2100 Alaskan Way, Seattle, WA 98121	11.8 miles	Directions



Food and Drink

Downtown Bellevue has many nearby options for lunch, dinner, drinks and entertainment. One good resource is <http://www.bellevuedowntown.com/play/dining>.

Local Information

Currency / Banks / Credit Cards

Currency exchange is available at [US Bank](#) at Sea-Tac airport. Travelex closed their kiosk at Sea-Tac but has an office in Bellevue.

10630 NE 8th Street
Bellevue, WA 98004
425-462-2817
rfx2360@travelex.com

There are numerous banks and ATMs in the Bellevue area. Most US vendors accept major credit cards (Visa, MasterCard, American Express, Discover and affiliated card issuers).

Electricity

The United States uses 120 volt, 60 Hz AC power with [Type A and Type B sockets](#).

Weather

Seattle weather is typically cloudy with light rain in February. Daytime and evening temperatures generally range from 35-50° F (2-10° C). You may plan ahead online at [The Weather Channel](#).

Time zone

Most of the United States observes daylight saving time from March to November. In Seattle, Pacific Standard Time (PST) is UTC-8 and Pacific Daylight Time (PDT) is UTC-7.

Area Information

Bellevue



Situated on the eastern shore of Lake Washington, opposite Washington State's largest city of Seattle, Bellevue has been repeatedly rated as one of the best places to live in the US. It is home to the headquarters or large branches of numerous technology and professional services companies, such as Microsoft, Boeing, QFC, Expedia, Eddie Bauer, T-Mobile and HTC. The downtown area is

locally known for trendy shops, upscale restaurants and distinctive department stores while the surrounding city is a quieter suburban area populated with single-family homes in treed communities.

Bellevue is home to more than 50 different parks, green spaces, recreational areas and sports complexes. One of the last freshwater wetlands in the area, the 320-acre Mercer Slough Nature Park, on Bellevue's scenic Lake Washington, includes a blueberry farm, 7 miles of trails and Bellevue's only nationally registered historic building. Canoeists can experience Lake Washington's beauty firsthand by following the park's circuitous canoeing trail. The Bellevue Botanical Garden offers 53 acres of cultivated gardens, restored woodlands and natural wetlands.

Visual arts and performance take a prominent place in Bellevue at its Bellevue Arts Museum, which sponsors a number of exhibitions and public events each year. Its most popular event is the Bellevue Arts Fair, a collaborative event that takes place each July in conjunction with the Bellevue Festival of the Arts. Attendance is estimated at more than 200,000, making it one of the most popular art events in the Puget Sound area.

Golf, tennis, boating, hiking and skiing opportunities abound in or a short drive from Bellevue. Numerous fine restaurants, from luxurious to moderately priced, are located in downtown Bellevue a short walk from the meeting venue. Many wineries are located in the nearby area of Woodinville. Shopping is abundant in The Bravern as well as nearby Lincoln Square and the 180-store Bellevue Square. [King County Metro Transit](#) and [Sound Transit](#) provide public transportation in Bellevue. Seattle is accessible via two floating bridges across Lake Washington.

Tourism information is available at: <http://www.visitbellevuewashington.com>.

Seattle

Seattle may be associated by many with rain but, although it does rain more often here, the city gets less rain than New York City, Miami, Boston and San Francisco. Seattle summers are warm and sunny but milder than cities further south. Visitors come from far and wide to see the city's famous Space Needle, Pike Place Market and the Fremont Troll.



Time outdoors is well spent at any of Seattle's hundreds of public parks, the sandy Alki Beach or the Seattle waterfront. A "city of neighborhoods", experience areas like Fremont and Wallingford that have distinctive community atmospheres. Or, disappear between the tall buildings in downtown Seattle and find a microbrewery, fresh seafood or nearly any ethnic dish imaginable. Fresh powder or scenic hiking in the Cascade Mountains can be found at Crystal Mountain and nearby Stevens Pass.

The Experience Music Project at Seattle Center, near the Space Needle, provides a look at the deep history of "grunge" and rock music in Seattle. The Museum of Flight at Boeing Field in south Seattle offers a close-up look at a wide range of aircraft from a flying car to the precursor of the famous SR-71 spyplane to the Full Fuselage Trainer from NASA's retired Space Shuttle program. The Seattle Underground Tour offers an entertaining look at the history of Seattle and the city beneath the streets, slowly abandoned after Seattle rebuilt from the great fire of 1889.

Tourism information is available at: <http://www.visitseattle.org>.

Puget Sound and Western Washington



The Puget Sound region offers many types of outdoor activities, including scenic drives, boating, bicycling, camping, hiking, mountain climbing and skiing. The visitor center at Mount Rainier National Park provides spectacular views of the 14,410 foot (4,392 meter) Mt. Rainier, only a few hour drive from the Seattle area. Mt. St. Helens is further away but is a more unique spot of natural beauty, resulting from the 1980 eruption that blew out the north side of the mountain. Olympic National Park, across Puget

Sound from Seattle, covers much of the Olympic Peninsula, a geographically- and climatologically-diverse area encompassing glacial mountains and temperate rain forest.

Washington is the second-largest wine-producing state in the country and there are many nearby wineries offering tastings. The town of Leavenworth in the Cascade Mountains reinvented itself as a Bavarian village and offers festivals, music and food events year-round. A few hours north by ferry, the town of Friday Harbor or the village of Eastsound in the picturesque San Juan Islands take you to the quiet of evergreen forests that typify rural northwest living. Watersports, whale watching, boating, beautifully rugged beaches and good food await.

On the more active side, take in a professional football, baseball or soccer game in Seattle. For a little gaming, there are a number of casinos in the area, mostly on Native American tribal lands. Visit the Boeing aircraft factory at Paine Field in Everett, home to the largest building in the world by volume and the birthplace of the 747, 767, 777 and 787.

For those looking to experience Canada, Vancouver is only a few hours away by road. The beautiful city of Victoria, capital of British Columbia, is accessible by ferry from Port Angeles, Seattle and Vancouver. The 2010 Olympic winter sports venue at Whistler Blackcomb has world-class skiing and snowboarding.

Tourism information is available at: <http://www.experiencewa.com> and <http://www.gonorthwest.com>.

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VISA APPLICATION GUIDANCE FOR ISO MEETINGS IN THE USA

Thank you for your interest in traveling to the U.S. to participate in an ISO meeting. The U.S. visa application process is significantly different than the process in many other countries. The following guidance is intended for delegates planning to attend U.S.-hosted meetings to more clearly understand the process for application.

Step One: Be informed

We urge you to carefully review all the information on procedures for non-immigrant visa application provided by the U.S. State Department. The following online location provides an official source of information about U.S. visa policy and procedures: http://travel.state.gov/visa/visa_1750.html

Please follow all instructions provided on the website for your local U.S. Embassy or Consulate General website to avoid costly delays.

U.S. visa policy permits citizens of certain countries to travel to the U.S. without a visa. For information about whether you may require a visa, please find such information at the following location online:

http://travel.state.gov/visa/temp/without/without_1261.html

Please remember that your application must be submitted through the U.S. Embassy or Consulate General that has jurisdiction over your place of residence. The following is a link to the list of all U.S. Embassies and Consulates worldwide: <http://www.usembassy.gov/>

Step Two: Apply Early

Due to potentially long wait times for a visa interview and possible requirements for additional processing, applicants are encouraged to begin the visa application process as early as possible – no less than 30 days and **ideally at least 90 days in advance of the intended travel**. Wait times for a visa interview can range from a few days to several months, depending on location and time of year.

Applicants who are engaged in certain sensitive scientific or technical fields may be subject to additional administrative processing procedures, which can add additional time to the visa application procedures, in some cases up to 120 days. Please note that applicants with the most extensive technical background often have the greatest chance of being selected for additional processing.

Step Three: Be Prepared

Applicants for U.S. visas should come to the visa interview with a thorough understanding of their travel plans and logistics. They should bring their invitation letter, copies of meeting agendas, travel itineraries and other documents on official letterhead, as well as documentation to help demonstrate “strong ties” to their home country. For information on what constitutes “strong ties”, please see the following location:

http://travel.state.gov/visa/frvi/denials/denials_1361.html

To obtain an invitation letter, please email the ANSI contact person listed below, providing the following information: name (LAST, first), organization, complete postal address, date of birth (MM/DD/YYYY), passport number, email address, the meeting you are planning to attend, the dates and location of the meeting, and the dates on which you plan to enter and exit the USA.

Step Four: Inform ANSI of Problems as Early as Possible

Should you encounter any problems in the visa application process, please contact the ANSI staff member listed below as soon as possible. While ANSI has no authority to influence consular decisions, it may be possible to provide guidance on additional steps that could be taken, or otherwise be of assistance.

ANSI Contact:

Kristen Califra
ANSI ISO Team Program Administrator
Email: kcalifra@ansi.org
Phone: +1.212.642.4946
Fax: +1.212.840.2298