QKD(24)036002

Invitation to the QKD#36 meeting of ETSI ISG QKD
3–5 June 2024 at NPL, Teddington, London, UK

Dear Colleague,

The National Physical Laboratory has the pleasure of informing you of the arrangements for the above meeting.

ADDRESS OF THE MEETING	**National Physical Laboratory** **Hampton Road** **Teddington** **Middlesex** **TW11 0LW** **United Kingdom** Location on Google Maps Remote access will be provided subject to any technical difficulties and connection details will be provided to registered participants at a later date.
MEETING SCHEDULE	The meeting will start at 10:30 BST on Monday 3 June 2024 and end at 16:30 BST on Wednesday 5 June 2024. Reception (for registering and collecting badges) will be open from 08:30 every day. The meeting room will be available until 19:00 every day.
REGISTRATION	Please register on the ETSI portal ASAP at: https://portal.etsi.org/Meetings.aspx#/meeting?MtgId=45407 **The deadline for registration for face-to-face participation is Monday 29 May 2024.** **Reminder: ISG QKD Participants** (who are not ETSI Members) shall need to pay the QKD#36 meeting fee (whether attending face-to-face or remote) of 700 euros to ETSI using the payment link. *There is no fee for ETSI Members to attend.*
DOCUMENTS FOR THE MEETING	Reserve contribution numbers on the portal at: https://portal.etsi.org/ngppapp/ContributionCreationType.aspx?TbId=723&MEETING_ID=45407 Contributions assigned to this meeting can be retrieved from the meeting details page or in docbox. **The deadline for contributions for decision to be posted is Saturday 4 May 2024.** **The deadline for contributions for discussion to be posted is Saturday 25 May 2024.**
POWER AND PLUGS	Voltage 230 V ~ 50 Hz Plug Type G (3 rectangular pins; BS 1363)
LOCAL INFORMATION	**Venue information and advice:** Travel and accommodation advice: https://www.npl.co.uk/find-us **Airports** Heathrow Airport (LHR) Around 1 hour to/from NPL by public transport (bus and / or train) or around 30 mins by taxi. Various bus / underground combinations are possible. The SL7 Superloop express bus (to Teddington / Broad Street) runs direct from Heathrow Central Bus Station (terminals 2 & 3) to Teddington from 0540 to 0040 and takes about 35 minutes. The 285 bus runs 24 hours and takes about 55 minutes at peak hours to NPL and Teddington. One can take the Underground (Piccadilly/dark blue line) from any terminal to Hatton Cross and pick up the SL7 or 285 bus there. The Elizabeth and Piccadilly Underground lines, and the Heathrow Express train, are best for accessing central London. Train prices in London are expensive compared to mainland Europe. No cash payments are accepted – use credit or debit cards, or London (Oyster) travelcards. Gatwick Airport (LGW) Around 1 hr 30 mins from Gatwick Airport Station (GTW) to Teddington (TED) by train. London City Airport (LCY) Around 1 hr 20 mins from London City Airport Station (3DH) to Teddington (TED) by train. Stansted Airport (STN) Around 2 hours from Stansted Airport Station (SSD) to Teddington (TED) by train. Luton Airport (LTN) Around 2 hours from Luton Airport Station (LUA) to Teddington (TED) by train.

	Train London St Pancras International (SPX) Around 1 hour by Underground/train. Victoria/light blue Underground line to Vauxhall (VXH), train from Vauxhall to Teddington (TED) **Local travel** The TfL journey planner can help you plan your journey. The railway station Teddington (TED) is within walking distance of the town centre / NPL. NPL is within the Ultra-Low Emission Zone (ULEZ) so cars that are not exempt would be subject to a charge to drive within the zone. **Social Dinner** It is intended to arrange a social dinner on the Monday evening (details to follow but please note that attendees will need to cover their own costs). NPL can also reserve places at another venue for dinner on the Tuesday evening if participants wish (details to follow but please note that attendees will again need to cover their own costs). Questions regarding meeting logistics should be directed to events@npl.co.uk Technical/agenda questions should be directed to martin.ward@toshiba.eu
VISA	For VISA requirements, please visit the following website: Visit the UK as a Standard Visitor: Visit on business - GOV.UK (www.gov.uk) Please ensure you allow ample time to arrange your visa. Timely receipt of Letters of Invitations cannot be guaranteed for late requests. Each delegate is responsible for their personal travel, accommodation and business expenses. Those requiring a Letter of Invitation to obtain a Visa should, as soon as possible, please contact: Christopher Chunnilall (christopher.chunnilall@npl.co.uk)
SUPPORT ON-SITE	Details will be provided at the beginning of the meeting. If in doubt, contact events@npl.co.uk

We look forward to seeing you in Teddington, UK.

Yours sincerely,

Christopher Chunnilall
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On behalf of the ISG QKD Chair
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