

**Logistics Arrangement for
ISO/IEC JTC1/SC2/WG2/IRG Meeting #63
Seoul, Republic of Korea, Oct. 21-25, 2024**

1. LOCATION

National Institute of Korean Language (NIKL), Ministry of Culture, Sports and Tourism

Meeting room: 4th Floor Lecture Room

154, Geumnanghwaro, Gangseo-gu, Seoul 07511, Republic of Korea

Address in Korean:

문화체육관광부 국립국어원, 우)07511 서울특별시 강서구 금남화로 154

Website: <https://www.korean.go.kr> (in English: https://www.korean.go.kr/front_eng/main.do)

Meeting Hosts

Language Information and Resources Division, Language Research Department at National Institute of Korean Language, Ministry of Culture, Sports and Tourism

2. ON-SITE CONTACT PERSONS

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3. REGISTRATION

Member delegates and experts who plan to participate in IRG Meeting No. 63 should complete a registration form and return to Dr Ken Lunde by Sept. 27, 2024 to facilitate logistic arrangement. Please include your personal particulars as requested in the attached registration form.

On Monday, October 21, 2024, there will be a welcome dinner. Registration for the welcome dinner is also needed, so please indicate in the form mentioned above whether you plan to attend the Monday dinner. Details of dinner location will be provided when arrangement is finalized.

4. HOTELS

The following hotels are close to the venue and you are expected to make booking with them directly.

1) INTL Youth Center Youth Hostel

Address: 234, Geumnanghwa-ro, Gangseo-gu, Seoul, Korea (07508)

Phone: +82-2-2667-0535

Website: <http://iyc.or.kr/>

Price range (Standard/Superior): ₩90,000~140,000

5 min by walk from the venue

2) Lotte City Hotel Gimpo Airport

Address: 38, Haneul-gil, Gangseo-gu, Seoul, Korea (07505)

Phone: +82-2-6116-1000

Website: <https://www.lottehotel.com/gimpo-city/en.html>

Price Range (Standard/Superior): ₩110,000~140,000

15 min by public transport from the venue

3) Courtyard Seoul Botanic Park

Address: 150 Magokjungang-ro, Gangseo-gu, Seoul, Korea (07789)

Phone: +82-2-6946-7000

Website: <https://www.marriott.com/en-us/hotels/secls-courtyard-seoul-botanic-park/overview/>

Price Range (Standard/Superior): ₩200,000~230,000

20 min by public transport from the venue

4) Mayfield Hotel Seoul

Address: 94, Banghwa-daero, Gangseo-gu, Seoul, Korea (07506)

Phone: +82-2-2660-9000

Website: <https://www.mayfield.co.kr/>

Price Range (Standard/Superior): ₩160,000~200,000

20 in by taxi from the venue

5. TRANSPORTATION



There are 2 airports near the NIKL: Incheon International Airport (ICN) or Gimpo International Airport (GMP).

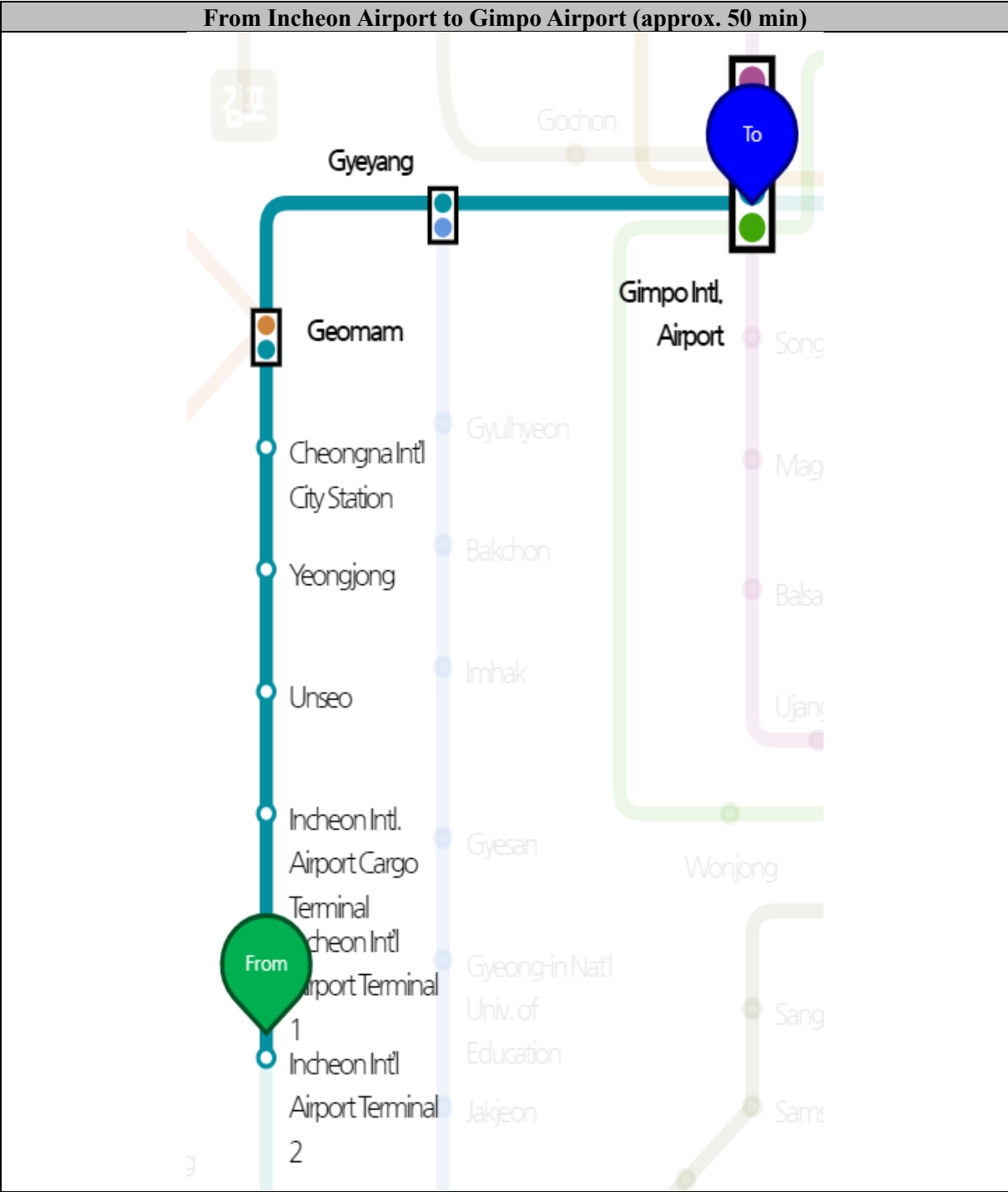
- If coming from Gimpo International Airport (GMP), follow instructions in item 2).
- If coming from Incheon International Airport (ICN), it is convenient to transfer at Gimpo Airport (subway or bus) to arrive at the venue. Follow instructions in item 1) and then item 2)

1) From Incheon International Airport to Gimpo International Airport:

Subway

The Airport Railroad Express (AREX) provides train service from Incheon International Airport Terminals 1 and 2 to Gimpo Airport Station.

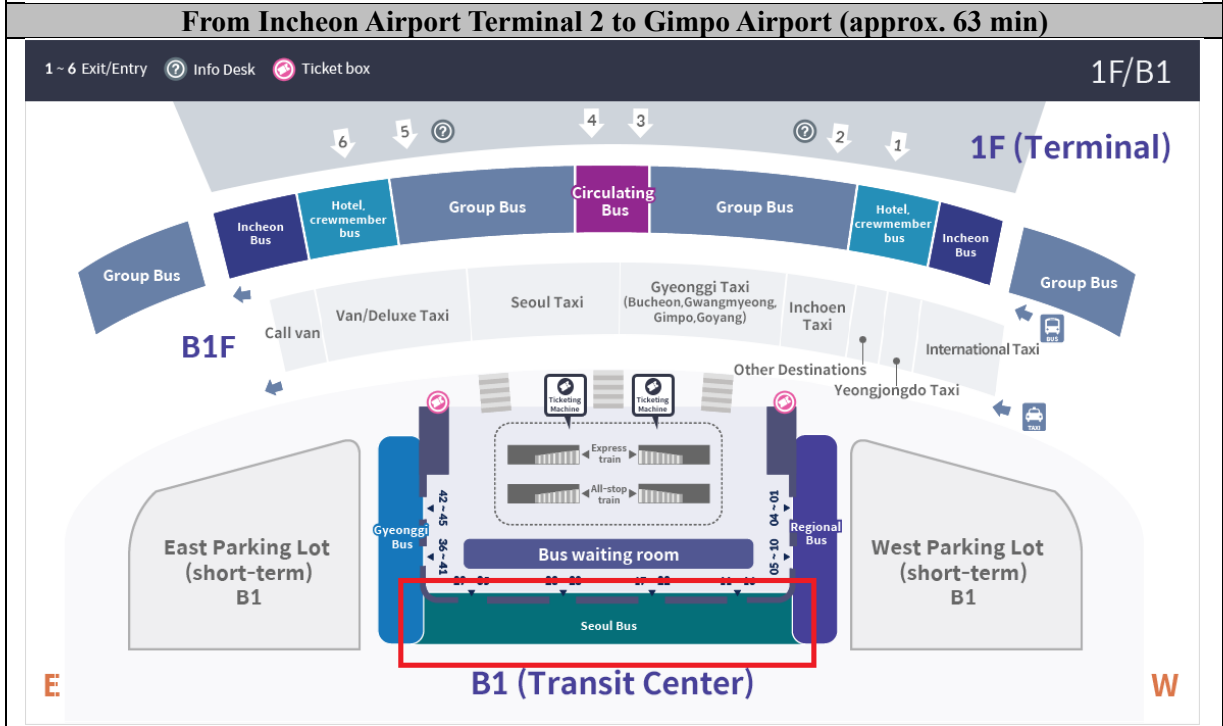
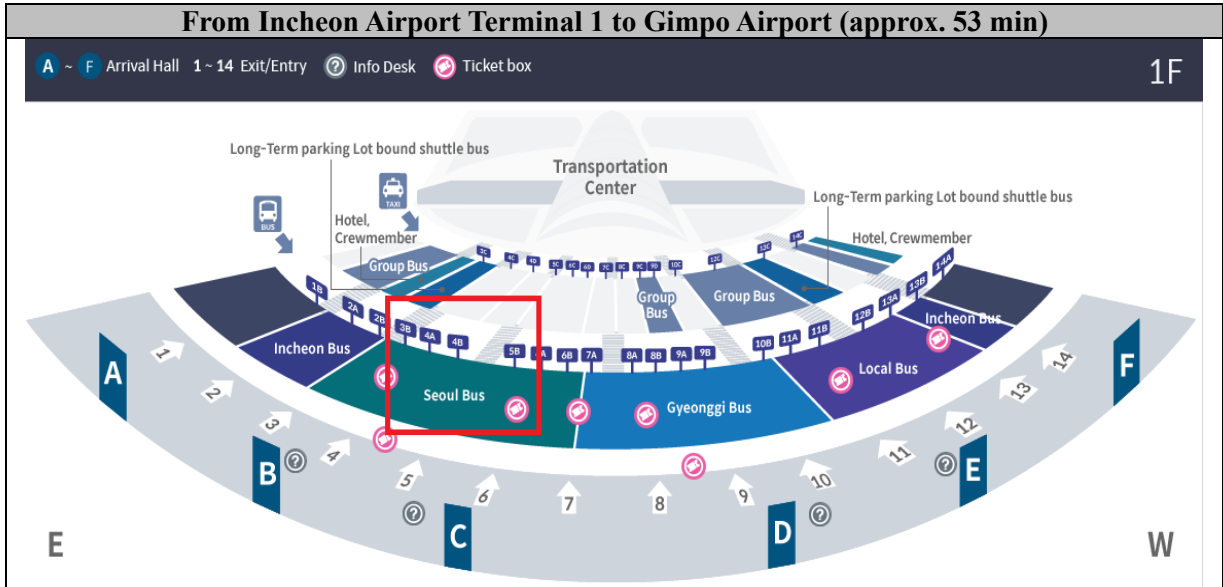
[IMPORTANT] Make sure that you take the all-stop AREX train, and **NOT** the AREX express (non-stop) train, which directly goes to Seoul Station without stopping at Gimpo Airport Station.



Bus

If coming from Terminal 1, there are bus stops (No. 3B-6B) outside the exits 4-6 near the arrival halls B-C, where you can find Seoul buses (No. 6003, 6008, 6014, 8829, 8842, 8843, 8844 or 8849) to go to Gimpo International Airport.

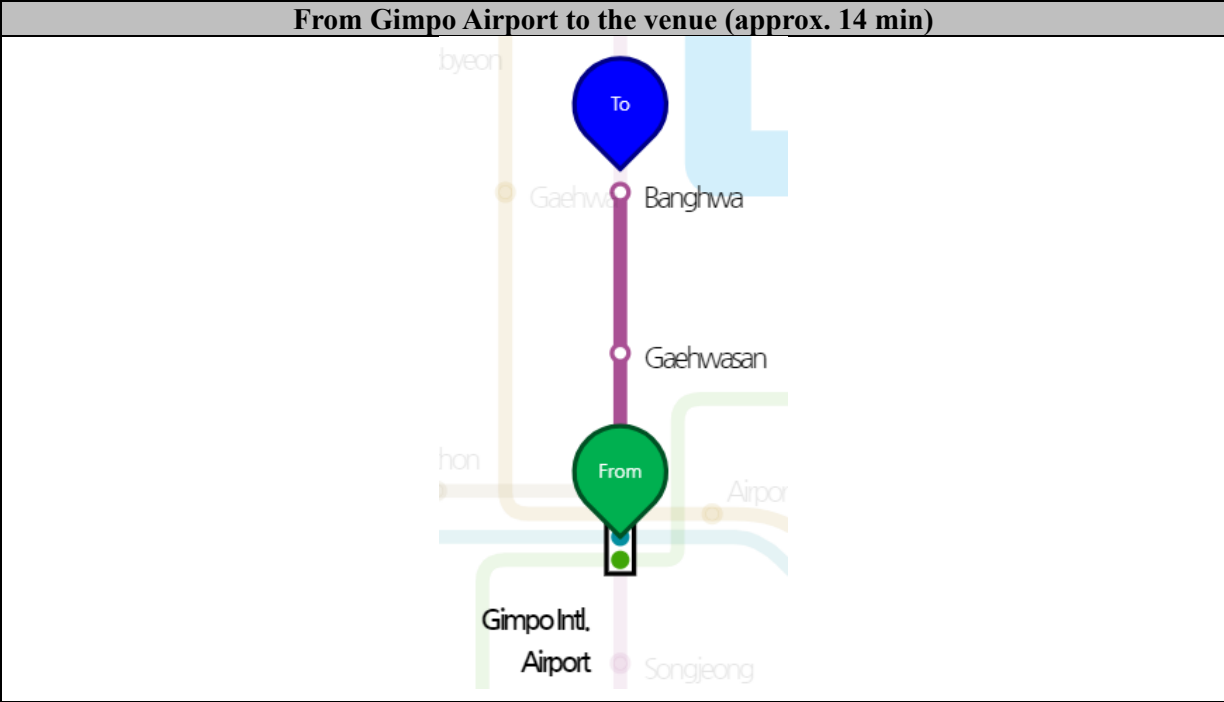
If coming from Terminal 2, there is a bus stop, B1 Transit Center, between East and West Parking Lot, where you can find Seoul buses (No. 6003, 6008, 6014, 8844 or 8849) to go to Gimpo International Airport.



2) From Gimpo International Airport to NIKL (Banghwa Station)

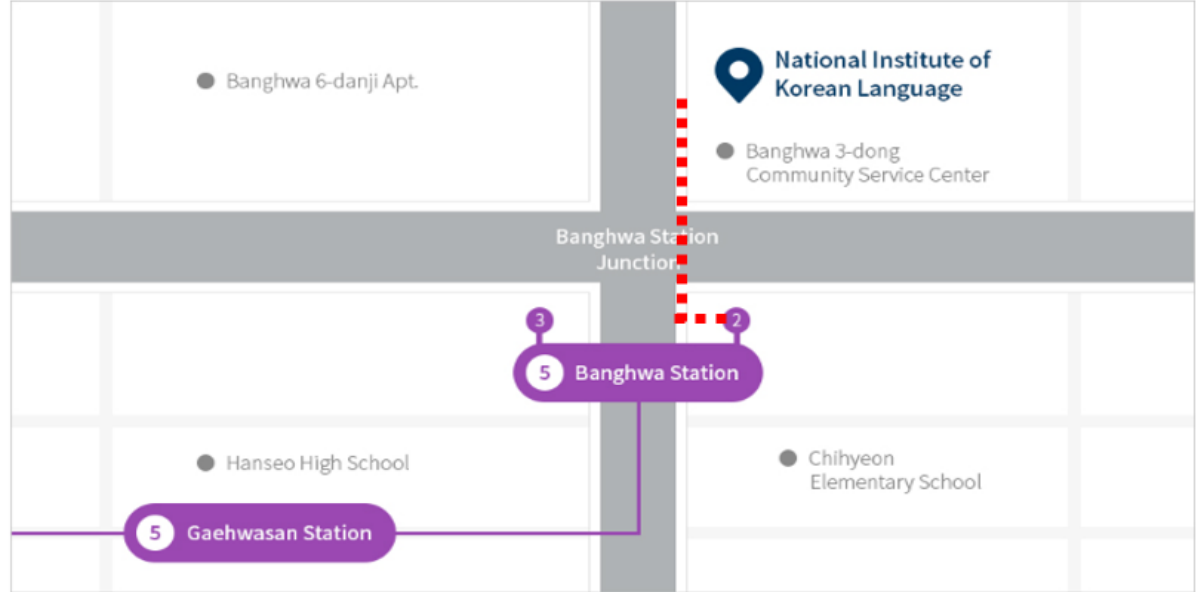
Subway

The Seoul Subway Line 5 provides train service from Gimpo Airport Station to the National Institute of Korean Language (Banghwa Station, exit 2). Please make sure to take the train bound for Banghwa Station from Gimpo Airport Station.



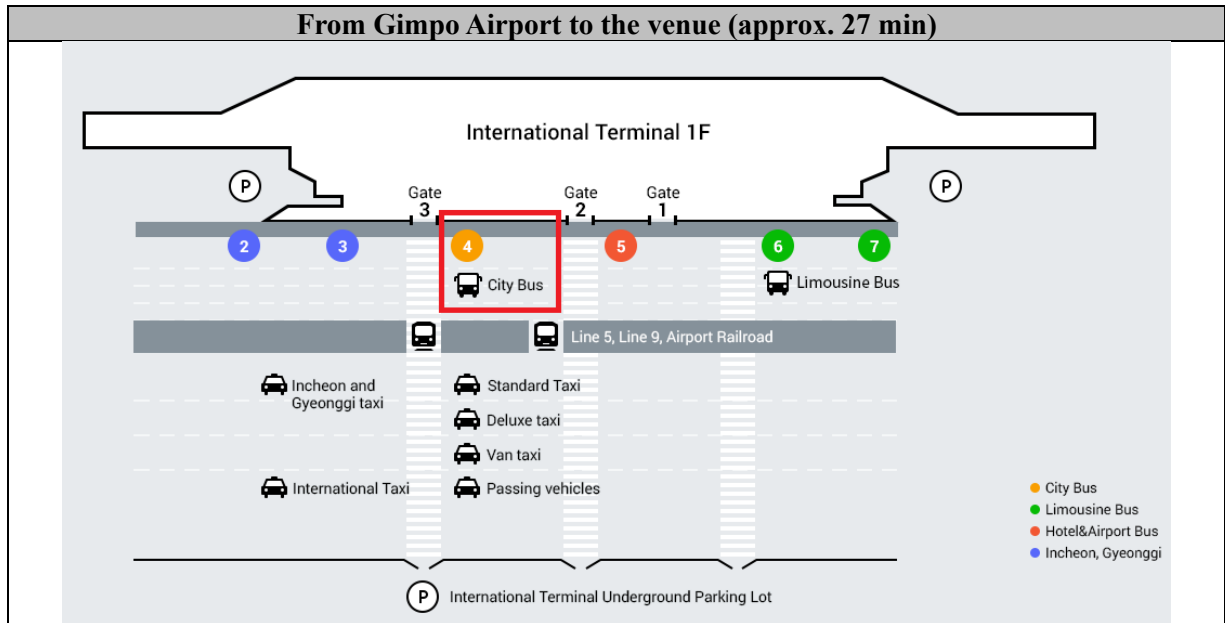
Once you get off at exit 2 at Banghwa Station, turn right and go straight 2 blocks (approx. 200m). The NIKL is located on the right-hand side of the road Geumnanghwa-ro, after crossing the Banghwa Station Junction.

How to get here



Bus

City buses (No. 6629 or 651), stopping near the gate 3 (Terminal 1F), provide bus service from Gimpo International Airport to the venue. Make sure to get off at the bus stop Banghwa 3 (sam)-dong community service center/National Institute of Korean Language, located right next to the NIKL.



6. VISA Applications

Participants are advised to check regulations regarding passport, visa and vaccination, which must be obtained prior to departure. If visa is needed, the visa application should be made to the Korean Embassy or Consulate in the country of residence. (Note: The National Institute of Korean Language is the inviting body and cannot serve as your guarantor.)

If you need a letter of invitation for visa application, please contact Ms. Nayeong Kim (kny3410@korea.kr). An invitation letter will be sent to you upon receipt of the following information (Please be sure to indicate whether a PDF or a paper type of letter is needed.):

- Full name:
- Gender:
- Country:
- Date of birth (dd-mm-yyyy):
- Passport number:
- Date of expiry (dd-mm-yyyy):
- Affiliation:
- Address, phone number and e-mail:

7. USEFUL INFORMATION

Currency and credit cards

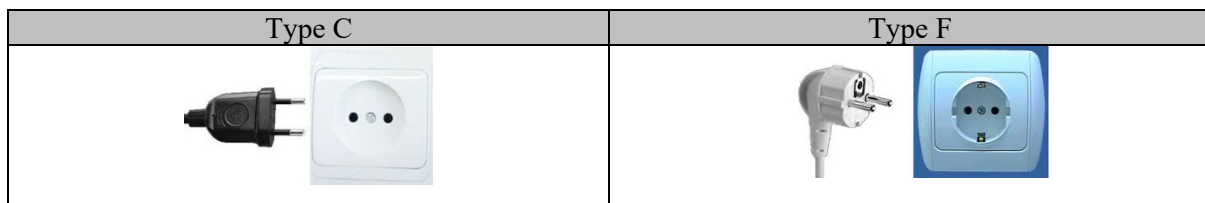
The unit of Korean currency is *Won*. There are KRW10, KRW50, KRW100 and KRW500 coins, and KRW1,000, KRW5,000, KRW10,000 and KRW50,000 notes. For higher denominations, negotiable cashier's checks are used. Major currencies and traveler's checks can be exchanged into Korean won at the airport, hotels, and at all Korean banks. Credit cards, e.g. VISA, MasterCard, American Express, and Diners Club, are all widely accepted.

Tipping

Tipping is not a traditional Korean custom. Service charges are added to the bill but tipping is not expected. It is also not necessary to tip a taxi driver unless extra service is provided.

Wireless LAN and electricity

The meeting will be paperless and WLAN will be provided. Please make sure you have AC adapters for 220 volts at 60 Hz. (plug type C & F). Voltage converters will **not** be provided at the meeting.



Food and welcome dinner

Refreshments will be provided by the National Institute of Korean Language at the venue. However, regular meals will not be served. A welcome dinner will be offered by the Telecommunications Technology Association on Monday, October 21, 2024.

Location for lunch at the venue

The cafeteria of the National Institute of Korean Language serves lunch from 11:30 to 13:00, Monday-Friday, on the 7th floor of the venue (Price: ₩4,000). Guests can buy meal tickets with cash only at the vending machine located near the exit of the cafeteria. Menu (in English, Monday-Friday) will be available at the meeting room on Monday, October 21, 2024.

Other dining locations in the area

Many restaurants in the area of Banghwa are located on Geumnanghwa-ro street, around Banghwa Station. Most restaurants serve Korean food such as Gimbap, Bibimbap, Tteokbokki, Kimchi Jjigae, noodles, pork cutlet, Jjamppong, etc., as well as some foreign food such as pasta or sushi. Location is noted on map below, also available on the mobile app 'Google Maps'.

