

# 106 Essentials Course: Houston, TX

*The Section 106 Essentials course will be held on Wednesday, January 16 and Thursday, January 17, 2008*

**Important note:** Classes are filled on a first come/first served basis of registrations received with payment at the Advisory Council on Historic Preservation (ACHP). You must be confirmed by the ACHP to be admitted to class.

**Registration:** For individuals paying by credit card, on-line registration is available and can be accessed at <http://www.achp.gov/106essentials.html#forms>. For group registrations and for individuals paying by check or SF 182, registration forms must be downloaded at <http://www.achp.gov/106essentials.html#forms> and faxed to 202-606-5073.

**Course Location and Accommodations:** The course is being held at the Hyatt Regency Downtown Houston, 1200 Louisiana Street, Houston, Texas, 77002, 713-654-1234 (<http://houstonregency.hyatt.com/hyatt/hotels/index.jsp>).

A limited block of rooms has been secured for attendees for Tuesday, January 15 and Wednesday, January 16 for the government rate of \$102 for a single occupancy plus applicable state and local tax (17%). **It is recommended that you make your reservations early, as the rooms are likely to sell out. Reservations must be made by December 15, 2007.** Reservations made after that date will be accepted on a space available basis at whatever rate is available at the time of the reservation. **To reserve your room**, call the hotel directly at 1-800-233-1234 and state that you are with the Advisory Council on Historic Preservation Section 106 Essentials Course and ask for the rate of \$102. If our room block is sold out, you can find additional hotels at online hotel booking websites. Searching for sites for Houston in zip code 77002 is recommended.

**Traveling to Houston:** Two airports service Houston: George bush Intercontinental Airport, <http://www.fly2houston.com/iah>; and the William P. Hobby Airport, <http://www.fly2houston.com/hobby>.

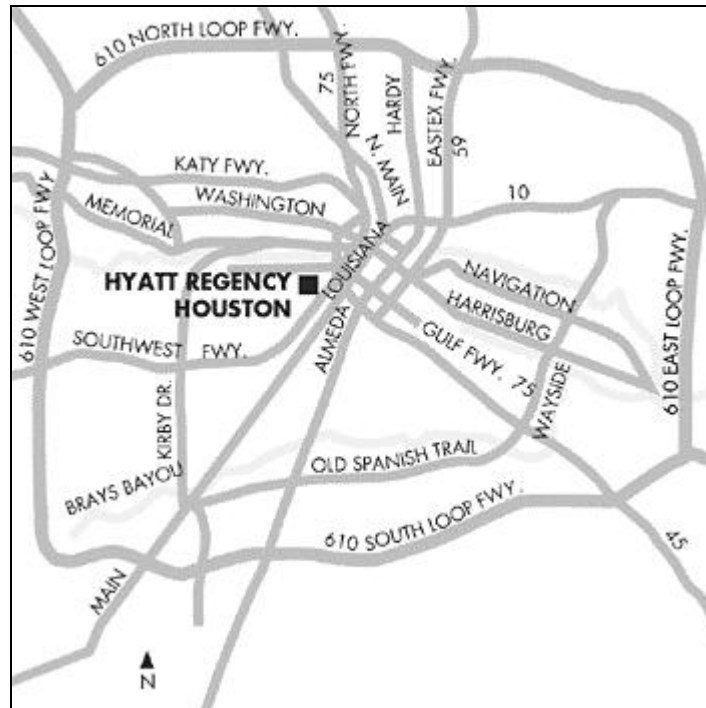
Airport Ground Transportation:

- **To/From George Bush Intercontinental Airport:** Visitors to Bush Intercontinental Airport have a variety of transfer and transportation options available to them once they arrive in Houston. This includes taxis, private limousines, SuperShuttle shared-ride service, scheduled buses/shuttles, courtesy vans, and public bus (METRO) transportation. Complete information can be found at: <http://www.fly2houston.com/iahGroundTransportation>. Taxis can be hailed by Ground Transportation staff outside each terminal. **Cost:** approximately \$35.00 - \$40.00.
- **To/From Hobby Airport:** Visitors to Hobby Airport have a variety of transfer and transportation options available to them once they arrive in Houston. This includes taxis, limousines, SuperShuttle shared-ride, scheduled ground transportation shuttles, hotel/motel courtesy vans, and even public (METRO bus) transportation. Complete information can be found at: <http://www.fly2houston.com/houGroundTransportation>. Taxis are available at Curb Zone 3 outside of the baggage claim area in the lower level. **Cost:** approximately \$13.00 - \$20.00.

**Directions to Hyatt Regency:**

- **From George Bush Intercontinental Airport (26 miles):** Take Beltway 8 west to I-45 South. Exit at McKinney (left). Take McKinney to Milam. Turn right. Proceed 3 blocks to Polk. Cross Louisiana Street and enter motor lobby on right at the corner of Louisiana and Polk.
- **From Hobby Airport (12 miles):** Take 45 North and exit Scott St onto St. Joseph Pkwy. Turn right on Louisiana St. The hotel will be on your left.
- **From Points East:** Take I-10 west, then merge onto I-45 South. Follow remaining directions from George Bush Intercontinental Airport to hotel.
- **From Points North:** Take I-45 South. Follow remaining directions from George Bush Intercontinental Airport to hotel.

- **From Points West:** Take I-10 east, then merge onto I-45 South. Follow remaining directions from George Bush Intercontinental Airport to hotel.



**Parking Rates at Hyatt Regency:** *Overnight Valet Parking:* \$25 per night. Includes taxes and in/out privileges. *Self-Parking:* \$15.00 per day. This is a city-owned parking lot next door to the hotel. No in/out privileges.

**Local Information:** Set in the heart of the business and entertainment districts, the Hyatt Regency Downtown Hotel is the ideal starting point for exploring all that Houston offers. Walk to events at the convention center or Minute Maid Park, enjoy a show in the Theater District, or wander through The Main Event. Hop aboard METRO Light Rail near our downtown Houston Texas hotel to reach the Museum District, the Zoo or the Medical Center within minutes.

**Registration:** Registration will be located outside the Dogwood A/B conference room on Wednesday, January 16 at 8:00 a.m. Plan to stop by the registration desk to check in and to pick up your course notebook and other course materials.

**Schedule:** *The Section 106 Essentials* course runs from 8:30 am to approximately 4:30 pm each day. Short breaks will be given in the morning and afternoon. There will be a break for lunch, which is on your own.

**Meals:** Light morning fare will be provided each morning along with an afternoon break each day. The cost of these food functions is included in the registration fee. All other meals are on your own.

**Attire for Training Course:** Attire for the course is casual. Also, please keep in mind that hotel meeting rooms tend to be cool, so plan to bring a sweater or jacket.

**Cancellations:** If made at least 14 days prior to the start of the course, registrants who cancel will receive a full refund minus a 15% processing fee. No refunds will be given for cancellations made fewer than 14 days before the start of the course; however, substitutions may be made at no cost up until three days before the course begins. All cancellations must be made in writing.

**Questions:** If you have any questions about logistics or the course, please contact Cindy Bienvenue at [cbienvenue@achp.gov](mailto:cbienvenue@achp.gov) or 202-606-8521.

**We have a great training course planned for you and look forward to seeing you there!**