

106 Essentials Course: Denver, Colorado

“The Section 106 Essentials” course will be held on Thursday, March 12 and Friday, March 13, 2009

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 Warwick Hotel Denver, 1776 Grant Street, Denver, Colorado, 80203. The hotel is bordered by Logan, Grant, 17th and 18th. <http://www.warwickdenver.com>.

A limited block of rooms has been secured for attendees for Wednesday, March 11 and Thursday, March 12 at the government rate of \$149 for a single occupancy plus applicable state and local tax (14.8%). **It is recommended that you make your reservations early, as the rooms are likely to sell out. Reservations must be made by February 9, 2009.** 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 Central Reservations Office at 1-800-525-2888 and state that you are with the Advisory Council on Historic Preservation and ask for the rate of \$149. If our room block is sold out, you can find additional hotels at online hotel booking websites. Searching for sites for Denver in zip code 80203 is recommended.

Traveling to Denver: Denver International Airport, www.flydenver.com is approximately 35 minutes depending on the time of day.

If you are arriving in Denver by Train at Union Station, the most convenient transportation to the hotel is by taxi. The hotel is approximately 1.3 miles from Union Station.

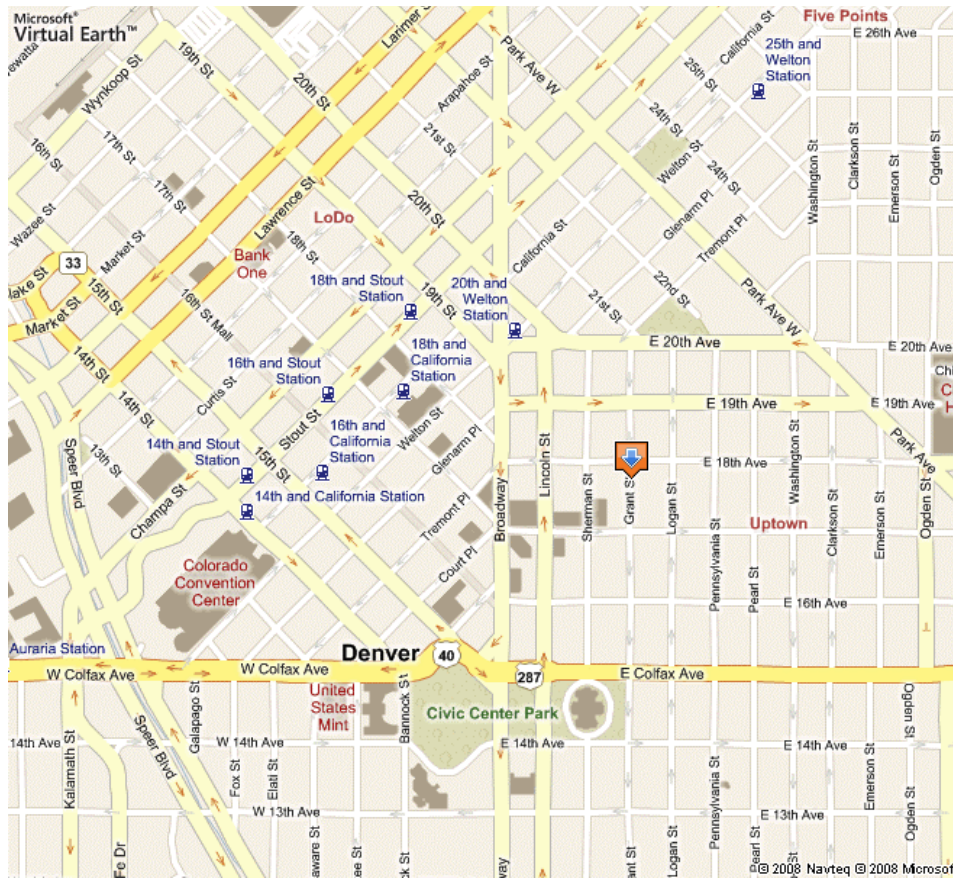
Airport Ground Transportation:

- Super Shuttle is the recommended shuttle service from Denver International Airport to Warwick Denver Hotel. The rate is \$19.00 one-way or \$34.00 round trip and group rates are available. www.supershuttledenver.com or call: +1 303 370 1300.
- Taxis are a flat rate of \$46.00 from Denver International Airport to Warwick Denver Hotel and can be obtained at taxi stands outside the baggage claim area. A gate fee of \$3.50 for up to three persons is added to your fare. Local taxi companies are Metro Taxi: +1 303 333 3333 and Yellow Cab: +1 303 777 7777.

Directions to The Warwick Hotel: For driving directions, go to: <http://www.warwickdenver.com> and click on Denver information and map.

Parking at Hotel: Self-parking is available behind the hotel on Logan Street between 17th Avenue and 18th Avenue. We offer both surface lot and limited underground parking. Please see the front desk for a Parking Permit. Daily parking charges of \$12.00 apply. Valet parking is available at \$18.00 a day. A valid Parking Permit must be displayed at all times.

Local Information: Situated in the heart of Denver's trendy Uptown neighborhood, Warwick Denver Hotel is situated among shops and restaurants and within minutes of the State Capitol, 16th Street Mall, the Denver Convention Center, the Cherry Creek shopping district and other Denver tourism destinations. A complimentary car service is available to guests of the Warwick Denver Hotel on a first- come first- served basis for their transportation needs within the downtown Denver area.



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Registration: Registration will be located outside the conference room on Wednesday, March 12 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 with a break for lunch.

Meals: Light morning fare will be provided in the morning 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 or 202-606-8521.

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