

106 Essentials Course: Indianapolis, Indiana

“The Section 106 Essentials” course will be held on Tuesday, May 5 and Wednesday, May 6, 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 Columbia Club, 121 Monument Circle, Indianapolis, IN 26204. <http://www.columbia-club.org>.

A limited block of rooms has been secured for attendees for Monday, May 4 and Tuesday, May 5 the government rate of \$94 for a single occupancy plus applicable state and local tax and a \$10 capital improvement charge. **It is recommended that you make your reservations early, as the rooms are likely to sell out. Reservations must be made by April 5, 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 317-767-1361 and state that you are with the Advisory Council on Historic Preservation and ask for the rate of \$94. If our room block is sold out, you can find additional hotels at online hotel booking websites. Searching for sites for Indianapolis in zip code 26204 is recommended.

Traveling to Indianapolis: The Indianapolis Airport, <http://www.indianapolisairport.com/> is approximately 14 minutes and 8.5 miles to The Columbia Club.

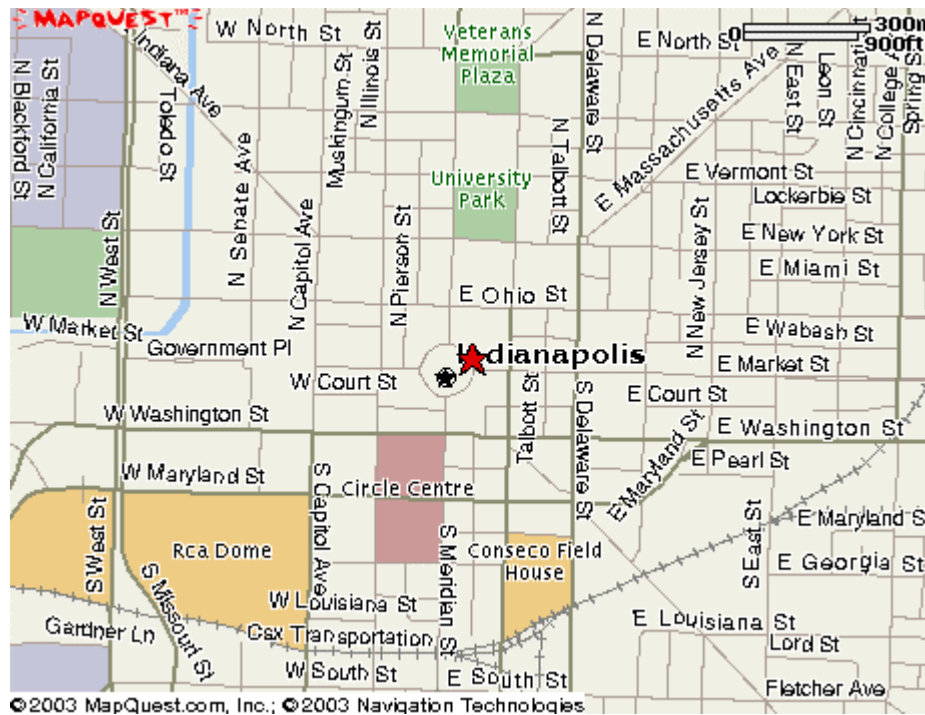
Airport Ground Transportation:

- Green Line Airport Shuttle www.IndyGo.net: Operates 5 a.m. – 9 p.m. (every 20 minutes). Estimated travel time to the airport is 15 minutes. Fare is \$7.00. Airport Drop Off/Pick Up: IndyGo bus stop shelter (main terminal, lower level – will change with the opening of the new Airport terminal). The Shuttle drops off at the Sheraton Hotel – which is across the street from The Columbia Club. Single ride passes in advance online at www.IndyGo.net. You can also contact the Center at (317) 635-3344.
- Taxis fare is approximately \$20-25 one way.

Directions to The Columbia Club: For driving directions from the airport, points east, west, south and north, go to: <http://www.columbia-club.org/index.cfm?menu=5954>

Parking at Hotel: Valet parking is available 24 hours a day, 7 days a week. The daytime rate is \$12 and overnight parking is \$19 (with one free in/out).

Local Information: The Columbia Club is a beautiful architectural showpiece located on Monument Circle. It was listed on the National Register of Historic Places in January 1983. Operated as a club and an inn for a century, The Columbia Club is a mixture of private club space and hotel space all in one. Monument Circle is in the center of Indianapolis. It is a traffic circle at the intersection of Market and Meridian Streets. Directly in the center of the traffic circle lies the Soldiers' and Sailors' Monument is featured to native Hoosiers that fought in the armed services during the American Revolution, War of 1812, Mexican-American War, and the Civil War. The circle is surrounded by local radio stations, small retail shops, financial institutions, a social club, the Hilbert Circle Theater (which is the Indianapolis Symphony Orchestra's home), and an Episcopal Cathedral.



Registration: Registration will be located outside the conference room on Tuesday, May 5 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!