

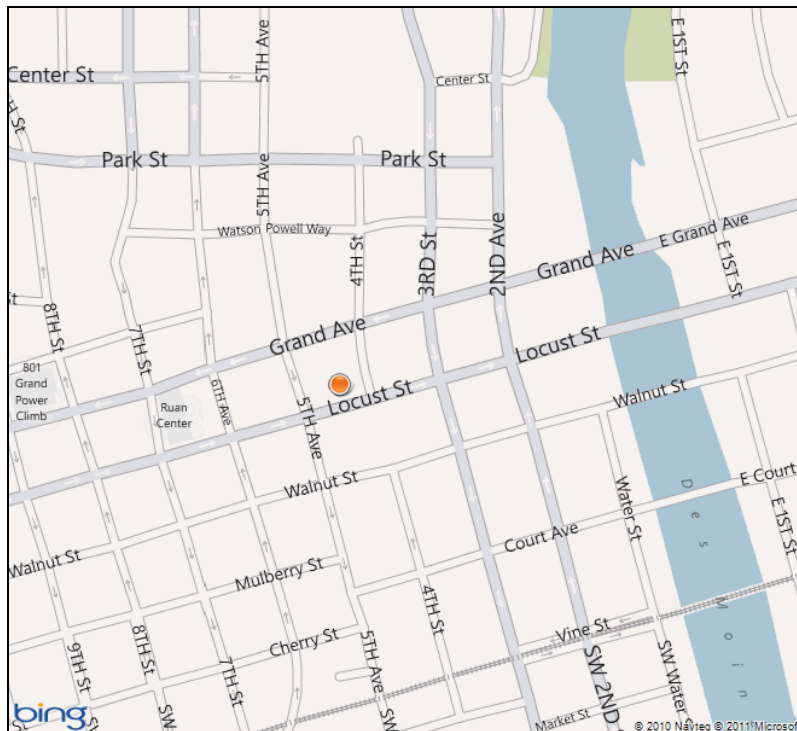
106 Essentials Course: Des Moines, IA

“The Section 106 Essentials” will be held on Tuesday and Wednesday, May 8-9, 2012

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: Payment may be made by on-line credit card registration or by check or SF 182. Go to: <http://www.achp.gov/106essentials.html> to register.

Course Location and Accommodations: The course is being held at the Renaissance Savery, 401 Locust St, Des Moines, IA 50309. (<http://www.marriott.com/hotels/travel/dsmbr-renaissance-des-moines-savery-hotel/>) A limited block of rooms has been secured for attendees for Monday and Tuesday, May 7 and 8, at the government rate of \$84 for a single occupancy plus applicable state and local tax (12%). **It is recommended that you make your reservations early, as the rooms are likely to sell out. Reservations must be made by April 16, 2012.** Reservations made after that date will be accepted on a space available basis at whatever rate is available at that time. **To reserve your room**, call Marriott reservations at 1-800-514-4706 and state that you are with the ACHP.



Traveling to Des Moines: Des Moines International Airport, <http://www.dsmaairport.com/>, is 5.2 miles and 13 minutes driving time to the Renaissance.

Airport Ground Transportation:

Airport shuttle service, on request, complimentary; call 515-244-2151 for reservations. Service will be in the baggage claim area of the terminal.

Estimated taxi fare: \$12.00

Driving Directions to the hotel: Go to <http://www.marriott.com/hotels/fact-sheet/travel/dsmbr-renaissance-des-moines-savery-hotel/>.

Parking: Hotel Valet parking, fee: \$16 daily; Off-site parking, fee: \$1.25 hourly, \$11 daily

Hotel and Local Information: Listed on the National Register of Historic Places, the Renaissance Savery Hotel stands as an elegant architectural landmark in the heart of downtown Des Moines. The Hotel is linked by climate controlled skywalk to the Iowa Events Center, Wells Fargo Arena and Polk County Convention Complex. The State Capitol Building, the East Village and Court Avenue shops and restaurants and the Civic Center of Greater Des Moines are all minutes away.

Registration: Registration will be located outside the conference room on Tuesday 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 a.m. to approximately 4:30 p.m. each day. Short breaks will be given in the morning and afternoon with a longer break for lunch.

Meals: Light morning fare and an afternoon snack are provided each day. The cost of this food is included in your 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: Registrants who cancel at least 14 days prior to the start of the course 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!