

106 Essentials Course: Washington, DC

“The Section 106 Essentials” course will be held on Thursday and Friday, August 23-24, 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 will take place at the Hamilton Crowne Plaza, 1001 14th St, Washington, DC 20005. <http://hamiltonhoteldc.com/>. The Hamilton Crowne is a Historic Hotel of America. The hotel is located near the White House, one block from the Metro and only five miles from Reagan National Airport.

A block of rooms has been secured for attendees at the Hamilton Crowne Plaza for Wednesday and Thursday, August 22-23 at the government rate of \$169 for a single occupancy plus applicable state and local tax (14.5%). **It is recommended that you make your reservations early. Reservations must be made by Monday, July 23, 2012.** 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 1-800-263-9802 and state that you are with Advisory Council on Historic Preservation.

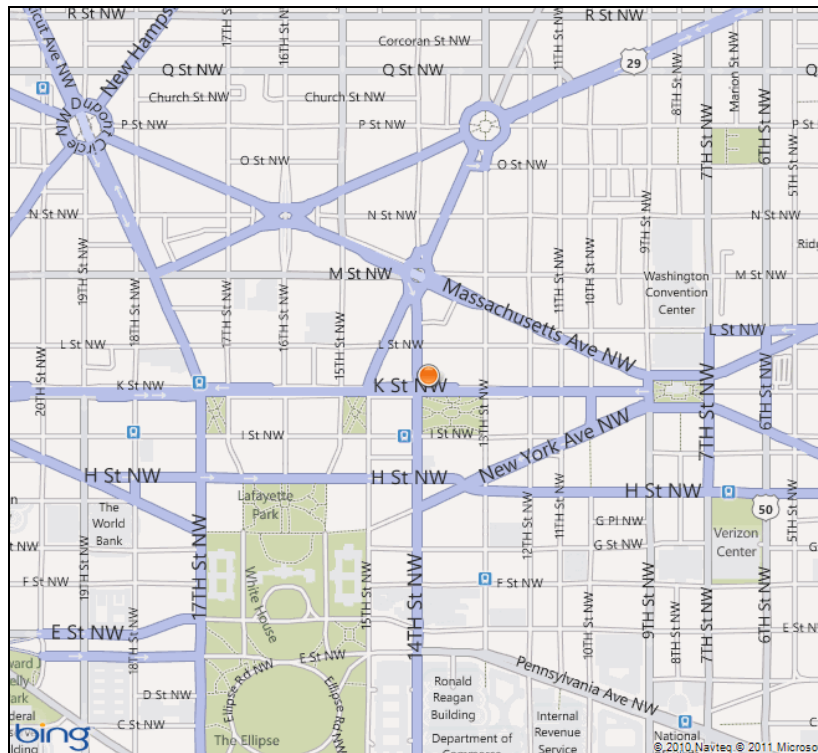
Traveling to Washington, DC:

- **Ronald Reagan National Airport (DCA)** 703-417-8000 | metwashairports.com – Approximately 10 minutes and 5 miles from Downtown Washington.

Ground transportation:

- Metrorail system from National Airport – www.wmata.com.
 - Taxicab fare - approximately \$12.00 - \$15.00 one-way.
 - Super Shuttle you must call for rates and reservation 1-800-258-3826 or, log onto www.supershuttle.com. Reservations are not needed from airport; however they are required for hotel pick-up.
- **Dulles International Airport (IAD)** 703-572-2700 | metwashairports.com - 30 miles and approximately 40 minutes.
Ground Transportation:
 - Super Shuttle you must call for rates and reservation 1-800-258-3826 or, log onto www.supershuttle.com. Reservations are not needed from airport; however they are required for hotel pick-up.
 - Taxi cab fare = approximately \$50.00 - \$55.00 one-way.
- **Baltimore Washington International Airport (BWI)** 1-800-435-9294 | bwiairport.com – 35 miles and approximately 55 minutes.
Ground transportation:
 - Super Shuttle - provides shared ground transportation from BWI to or from hotels for approximately \$50.00 each way. Reservations are not needed from airport; however they are required for hotel pick-up. For reservations, log onto www.supershuttle.com or call 800-258-3826.
 - Taxi cabs - approximately \$80.00 one-way.
- **Public Transportation:** Washington Metropolitan Area Transportation Authority (Metro) system is a very economical and accessible way to travel via rail and bus in the DC Area. The Hamilton Crowne is 1 block from the McPherson Metro Station with access to the Orange and Blue lines. Log onto www.wmata.com and use the Trip planner for your travel needs.

Parking: Hotel Valet Parking is available at \$18 daily parking and \$38 per 24 hour parking.



Local Information: The Hamilton Crowne Plaza Hotel is conveniently located at 14th & K Streets, NW - only 5 blocks from the White House, 4 blocks from the new Washington, DC Convention Center and 1 block from the McPherson Square Metro Station. In the middle of the famous K Street Corridor on Franklin Square, the Hamilton Crowne Plaza Hotel is close to Washington's museums and national monuments including the Smithsonian, the Corcoran Gallery, and the National Mall. Whether you're new to DC or not, if you have some extra time, you might want to check out [a list of 100 free and nearly free things to do while you're here](#) including free theatre and music performances, plus things you won't want to miss.

Registration: Registration will be located outside the conference room on Thursday, August 23 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!