

# 106 Essentials Course: New York, NY

**“The Section 106 Essentials” course will be held on Tuesday, July 10 and Wednesday, July 11, 2007.**

**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 or check, on-line registration is available and can be accessed at [www.achp.gov/106essentials.html](http://www.achp.gov/106essentials.html). For group registrations and for individuals paying by SF 182, registration forms must be downloaded at [www.achp.gov/106essentials.html](http://www.achp.gov/106essentials.html) and faxed to 202-606-8521.

**Course Location and Accommodations:** The course is being held at the **Hilton New York**, located at 1335 Avenue of the Americas, New York, NY 10019.

A limited block of rooms has been secured for attendees for Monday, July 9 and Tuesday, July 10 for the rate of \$249 for a single occupancy plus applicable tax (13.63%). **It is recommended that you make your reservations early, as the rooms are likely to sell out. Reservations must be made by June 8, 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. Check in is at 3:00 pm and checkout is at 12:00 pm. **To reserve your room**, call the hotel directly at 1-800-Hiltons and state that you are with the Section 106 Essentials Course and request the rate of \$249. If our room block is sold out, you can find additional hotels at online hotel booking websites. Searching for sites for New York, NY and zip code 10019 is recommended.

## Travel to New York:

The Hilton New York is located on Avenue of the Americas (6th Ave.) between West 53rd and West 54th Streets. 53rd street is west bound and 54th street is east bound. LaGuardia is 18 miles, JFK is 25 miles, Newark is 14 miles, Grand Central station is 15 minutes across town, Penn Station is 15 minutes downtown and Port Authority is 10 minutes downtown.

For complete information on getting to New York, by plane, bus, train and for driving directions from all points, visit [www.nycvisit.com/content/index.cfm?pagePkey=159](http://www.nycvisit.com/content/index.cfm?pagePkey=159).

- **Train:** New York City has two main rail stations, Grand Central Terminal and Pennsylvania Station. Grand Central is on the East Side, in midtown, and Penn Station is on the West Side, just below midtown. Both are served by numerous [bus](#) and [subway](#) lines. [Metro-North Commuter Railroad](#), which goes to NYC suburbs in New York, Connecticut, and, New Jersey, serves Grand Central. Penn Station serves [Long Island Railroad \(LIRR\)](#), a commuter railroad serving New York's Long Island; [Amtrak](#), the U.S. national passenger railroad, serving many points throughout the U.S.; [New Jersey Transit](#), a commuter line serving points in New Jersey; and [PATH \(Port Authority Trans Hudson\)](#), a subway line serving Manhattan and New Jersey.
- **Bus:** There are two major bus terminals in Manhattan: the main one, Port Authority is in midtown Manhattan, near Times Square; the other, the George Washington Bridge Bus Station is uptown, near the George Washington Bridge. Both have multiple information desks providing assistance for travelers on their main floors.
- **Airports:** 3 airports serve New York City: LaGuardia, JFK International and Newark International. Information on all three airports and ground transportation can be found at the New York Travel Information website: [www.newyorkairports.com](http://www.newyorkairports.com).
  - LaGuardia is 18 miles and 30 minutes from the Hilton New York.
    - Driving directions to the Hilton: Grand Central Parkway to Brooklyn Queens Expressway South to Long Island Expressway West. Follow signs for Queens Midtown Tunnel to 34th Street. Take 34th Street West to Avenue of the Americas (6th Avenue). Make a right and go to 53rd St.
    - Transportation to and from the Airport:
      - Taxi: Typical minimum charge: \$30
      - Bus: Typical minimum charge: \$13

- JFK International is 17 miles and 45 minutes from the Hilton.
  - Driving Directions to the Hilton: Grand Central Parkway to Brooklyn Queens Expressway South to Long Island Expressway West. Follow signs for Queens Midtown Tunnel to 34th Street. Take 34th Street West to Avenue of the Americas (6th Avenue). Make a right and go to 53rd St.
  - Transportation to and from the Airport:
    - Taxi: Typical minimum charge: \$40
    - Bus: Typical minimum charge: \$16
  
- Newark International is 14 miles and 45 minutes from the Hilton.
  - Driving Directions to the Hilton: Look for signs to New Jersey Turnpike (I-95 N) follow signs to Lincoln Tunnel, tunnel exits at west 40th street and 9<sup>th</sup> Ave, drive east on 40th street to Avenue of the Americas and turn left on 53rd street.
  - Transportation to and from the Airport:
    - Taxi: Typical minimum charge: \$40

**Getting around New York:** The Subway is the fastest and most inexpensive way to get around the city. Operated by the MTA New York City Transit, it serves 3.5 million people each day. Bus Service is operated by the New York City Transit Authority (NYCTA). Drivers accept tokens or exact change. For route and other information for both the subway and the bus, go to [www.mta.info](http://www.mta.info).

**Hotel Parking:** Valet Parking is \$40 and \$50 for Vans and SUV. Self-parking is 1hr \$15 / 2-9hr \$27 / 10-23hr \$40 / Daily.

The Hilton New York is located on Avenue of the Americas (6th Ave.) between West 53rd and West 54th Streets. 53rd street is west bound and 54th street is east bound.



**Registration:**

Registration will be located at the Hilton New York on Tuesday, July 10 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 the course or logistics, 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!**