

# 106 Essentials Course: Spokane, WA

**“The Section 106 Essentials” course will be held on Tuesday, October 30 and Wednesday, October 31, 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.

The course is being held in conjunction with the Annual Meeting of the National Trust for Historic Preservation. At this time training location and hotel arrangements have not been made. You may register for the Section 106 training now, and as soon as hotel information is provided to us by the NTHP, we will let you know.

**Registration:** Registration will be located outside the conference room on Tuesday, October 30 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 logistics or course information, please contact Cindy Bienvenue at [cbienvenue@achp.gov](mailto:cbienvenue@achp.gov) or 202-606-8521, or go to <http://www.achp.gov/106essentials.html>.

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