

106 Essentials Course: Nashville, TN

“The Section 106 Essentials” course will be held on Monday, October 12 and Tuesday, October 13, 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. The course is held in conjunction with the National Trust for Historic Preservation Annual Meeting. Registering for the National Trust for Historic Preservation Annual Meeting does not register you for the ACHP Section 106 Essentials Course.

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 Nashville Convention Center. Special arrangements for accommodations have been made at various hotels for conference attendees. Go to <http://www.eshow2000.com/nthp/hotel.cfm> for all hotel information. Reservations should be made directly with the hotel of your choice between June 1 and September 15, 2009 — but please note that hotels usually sell out long before the official cut-off date. After the cut-off date the discounted conference room rate cannot be guaranteed.

Traveling to Nashville: The National Trust has made arrangements with American Airlines, and Avis Car Rental for discounted fares. For more information, go to: https://www.eshow2000.com/nthp/pdf/hotel_information.pdf. Taxi fare from the airport to the hotels is approximately \$20-25 one way. Greyline Airport Express leaves from the baggage claim area every half hour and the charge is \$14 one-way and \$20 round trip. Travel time from the Nashville International Airport to the hotels is about 30 minutes.

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 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 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!