

106 Essentials: Salt Lake City

“The Section 106 Essentials” course will be held on Tuesday and Wednesday, October 16-17, 2018

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 Radisson Hotel Salt Lake City Downtown, 215 W. South Temple, Salt Lake City (<https://www.radisson.com/salt-lake-city-hotel-ut-84101/utsaltlk>). A block of rooms has been secured for attendees for Monday - Thursday, October 15-18, at the government rate of \$115.00 for a single occupancy plus applicable state and local taxes. It is recommended that you make your reservations early, as the rooms may sell out. To make reservations, call 801-531-7500 or 800-333-3333 or online at <http://www.radisson.com/saltlakecity/achp>. In order to qualify for the Group Room Rate, attendees must make their reservations by the Reservation Due Date of **Friday, September 14**, and ask for the ACHP SEC 106 Classes rate. Reservations made after that date will be accepted on a space available basis at whatever rate is available at the time of the reservation.

Hotel and Local Information: The Hotel boasts beautiful views of the Wasatch Mountains and is just a block from fine restaurants and famous attractions. Awarded a 4 key rating from the Green Key Eco-Rating program, Radisson Hotel Salt Lake City Downtown takes significant steps to protect the environment. Strong environmental programs, management practices, training programs and engineering solutions all benefit the environment and local community.

Traveling Salt Lake City: The Salt Lake City International airport (<http://www.slairport.com/>) is 7 miles and 15 minutes from the hotel.

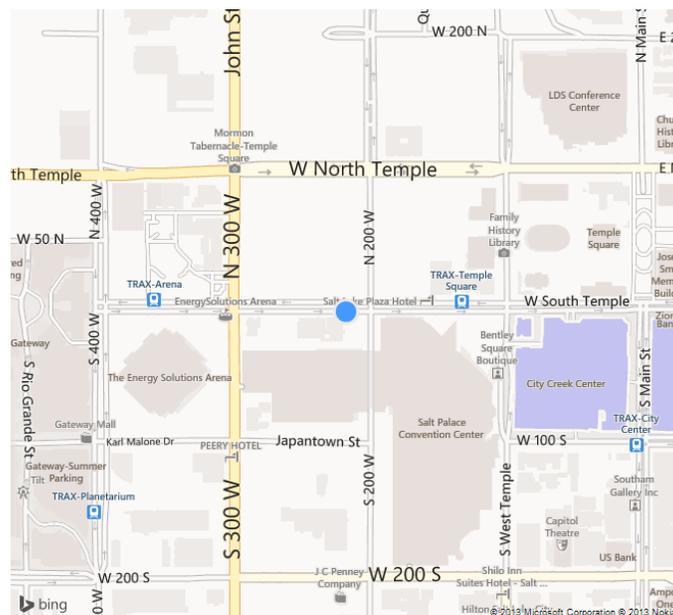
Airport Ground Transportation: For commutes to and from Salt Lake City International Airport (SLC), you can reserve a ride through Express Shuttle or hop on the nearby TRAX light rail.

Express Shuttle - (800-397-0773)

Taxi - \$30.00 one way

TRAX (train) service - Runs every 15 minutes; cost is \$2.50 one way <http://www.rideuta.com>

Parking at Hotel: Both self parking in a covered garage or valet parking is available.



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 106 Essentials* runs from 8:30 a.m. to approximately 4:30 p.m. 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. 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 training@achp.gov or 202-517-0202.

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