

106 Basics Course: St. Paul, MN

“The Section 106 Basics” course will be held on Tuesday, September 11, 2018

Registration: Payment may be made by on-line credit card registration or by check or SF 182. Go to: <http://www.achp.gov/106basics.html> to register.

Course Location and Accommodations: The course is being held at Hyatt Place Downtown, 180 Kellogg Blvd. East, Saint Paul, Minnesota (<https://stpaul.place.hyatt.com/en/hotel/home.html>).

A block of rooms has been secured for attendees for Monday – Tuesday, September 10-11, at the government rate of \$145.00 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 888-492-8847 and use the group code of G-ACHP or online at http://stpaul.place.hyatt.com/en/hotel/home.html?corp_id=G-ADVC. In order to qualify for the Group Room Rate, attendees must make their reservations by the Reservation Due Date of **Friday, August 10**. 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: Transformed from a 1933 Custom House, the restored building looks gorgeous as Saint Paul's newest hotel.

Traveling Saint Paul: 2 airports serve St Paul

- Minneapolis-St. Paul Intl Airport, 9 miles and 20 minutes from the hotel <https://www.mspairport.com>
- St. Paul Downtown Airport - STP: 2 miles, 6 minutes from the hotel <https://www.metroairports.org/General-Aviation/Airports/St-Paul.aspx>

Airport Ground Transportation:

Taxi – Green and White Taxi, St. Paul Yellow Taxi

Cost one-way: \$31-\$38 from MSP Airport/\$18-\$22 from STP Airport

Parking at Hotel: Valet parking only onsite - \$22/overnight; \$10/day rate

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 Basics* 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!