

## Section 106 New Essentials: Washington, DC

“The Section 106 New Essentials” course Tuesday, June 25, 2019

**Registration:** Payment may be made by online credit card registration or by check or SF 182. Go to: <https://www.achp.gov/training/classroom> to register.

**Course Location and Accommodations:** The course will take place in Room 337 on the third floor of the National Building Museum, 401 F Street NW, Washington DC 20001.

The Section **106 New Essentials** runs from 9 a.m. to approximately 5 p.m., with registration at 8:30 a.m. **Please note:** The National Building Museum opens at 8:30 a.m. If you arrive before this time, you may use the entrance which is off the parking lot on the 4th Street side of the building and will have to show an ID and sign in.

**Hotel Accommodations:** For out of town attendees, the ACHP has contracted with the [Hyatt Place Washington DC/US Capitol](#), 33 New York Ave NE, Washington, DC 20002 for a limited block of sleeping rooms. The rooms are reserved from Monday-Tuesday, June 24-25 at the government rate of \$249 for a single occupancy, plus applicable state and local tax. It is recommended that you make your reservations early, as the rooms are likely to sell out. **Reservations must be made by Monday, June 3, 2019.** Use the link [ACHP June Room Block](#) or call 888-492-8847 and ask to be transferred to reservations.

**Hotel Information:** Explore the sights, sounds, and tastes of Washington DC’s National Mall. Hyatt Place Washington DC /National Mall puts you within walking distance to some of the world’s most famous museums, memorials, and landmarks. Upscale services and dining and beverage options are available from the 24/7 Gallery Menu and rooftop bar and lounge.

### Traveling to Washington, DC:

- **Ronald Reagan National Airport (DCA)** 703-417-8000 | [metwashairports.com](http://metwashairports.com) – Approximately 10 minutes and 8 miles from downtown Washington.

#### Ground transportation:

- Metrorail system from National Airport – [www.wmata.com](http://www.wmata.com).
- Taxicab fare - approximately \$18-\$20 one-way.
- Super Shuttle you must call for rates and reservations 1-800-258-3826 or, log onto [www.supershuttle.com](http://www.supershuttle.com). Reservations are not needed from airport; however they are required for hotel pick-up.

**Public Transportation:** Washington Metropolitan Area Transportation Authority (Metro) system is a very economical and accessible way to travel via rail and bus in the DC area. The National Building Museum is across the street from the Judiciary Square Metro stop on the red line. Log onto [www.wmata.com](http://www.wmata.com) and use the trip planner for your travel needs. Note: Public parking is not available at the National Building Museum.



**Registration:** Registration will be located in the conference room 337 on Tuesday at 8:30 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 New Essentials* runs from 9 a.m. to approximately 5 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 temperatures in meeting rooms tend to vary, 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 percent 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](mailto:training@achp.gov) or 202-517-0205.

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