

106 Essentials Course: Seattle, WA

“The Section 106 Essentials” course will be held on Tuesday and Wednesday, April 11-12, 2017

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 Warwick Seattle Hotel, 401 Lenora Street, Seattle, Washington 98121 (<http://warwickhotels.com/seattle/>). A block of rooms has been secured for attendees for Tuesday – Thursday, April 10-12, at the government rate of \$167 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. **Reservations must be made by Friday, March 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. To reserve your room, call the Reservations Department – 1-800-426-9280 or by email to res.seattle@warwickhotels.com. Ask for our room block – Advisory Council on Historic Preservation.

Hotel and Local Information: Warwick Seattle is located just blocks from the Space Needle and the heart of downtown. Warwick Seattle places its hotel guests in Seattle’s best location, just steps from the famous sights, distinctive sounds and fragrant aromas of coffee and eateries for which Seattle is known. Within walking distance find the popular Pike Place Market, Seattle Aquarium, historic waterfront and ferry terminals, Seattle Great Wheel, and Bell Harbor cruise ship terminal just to the west.

Traveling to Seattle: Seattle-Tacoma International Airport (SEA-TAC), <http://www.portseattle.org/seatac/>, is 15 miles from the hotel. Traveling time is approximately 25 minutes.

Ground Transportation: For complete information on ground transportations options, go to: <http://www.portseattle.org/Sea-Tac/Parking-and-Transportation/Ground-Transportation/Pages/default.aspx>.

Direction to the hotel: <http://warwickhotels.com/seattle/services-and-amenities/transportation-directions-parking/>

Parking at Hotel: For those driving to Seattle, Warwick Seattle provides guests with an adjacent and convenient parking garage. Guests may choose to either valet or self-park, with a nightly parking rate of \$39.00, which includes all local and state taxes.

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 Cindy Bienvenue at cbienvenue@achp.gov or 202-517-0202.

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