



SALT LAKE CITY, UTAH

26 – 29 MARCH 2010

HOTEL AND TRAVEL INFORMATION

LOCATION AND ACCOMMODATION

The workshop will take place at the **Sheraton Salt Lake City Hotel**. IB Americas has arranged for special room rates for the workshop. Please make your reservations by **Friday, 5 March 2009**, and indicate you are with IB Americas to receive the special rate. Rates are quoted in US dollars and are exclusive of all taxes.

Sheraton Salt Lake City Hotel

150 West 500 South
Salt Lake City, UT 84101
USA

Telephone (801) 401-2000 **Facsimile** (801) 531-0705
(800) 325-3535

Website www.saltlakecitysheraton.com

Stargroup <http://www.starwoodmeeting.com/StarGroupsWeb/res?id=0909308856&key=BE375>

Check-in 3.00pm **Check-out** 12.00pm

Single/Double Rate USD \$122.00
Additional Person USD \$10.00 per person, per night

****Please note: Checks must be received by the hotel at least 14 days prior to the date of arrival and must include room and tax for the total amount of hotel stay.**

WORKSHOP SCHEDULE OUTLINE

Workshop check-in for participants will start at 3.00pm on Friday, 26 March 2009. The level 1 workshop begins with a general session on Friday, 26 March at 5:00pm and concludes on Monday, 29 March at 12.00pm. The level 2 and 3 workshop begins on Saturday, 27 March and concludes on Monday, 29 March at 12:00pm. IB Americas will provide a breakfast, a beverage break, and a lunch on Saturday, 27 March 2009 and Sunday, 28 March 2009. IB Americas will provide a breakfast and a beverage break on Monday, 29 March 2009. Please be aware that dinner is not included in the conference registration fee and will not be provided on any of the workshop dates.

INTERNATIONAL TRAVEL

All non-citizens must present proof of citizenship to enter the United States and Canada. An acceptable form of identification is a valid passport.

GROUND TRANSPORTATION

The hotel is located approximately 15 minutes from Salt Lake City International Airport. A 24-hour complimentary hotel shuttle service is available on a first come, first serve basis. Please call the hotel at (801) 401-2000, for pick up at the Salt Lake City International Airport. Taxicabs are also available and the fare is approximately USD \$15.00 one-way. Rates subject to change.

PARKING

The hotel offers complimentary parking for all hotel guests and meeting attendees.

INTERNET

The hotel offers complimentary wireless internet service in the lobby. Standard wired internet access is also available in guest rooms for approximately USD \$9.95 per day. Rates subject to change

MISCELLANEOUS

Please remember that meeting room temperatures and personal comfort zones vary widely. It is recommended that you bring a sweater or jacket to all sessions.