



Memorandum

To: Interested EIPC Stakeholders

Fr: The Keystone Center

Dt: June 11, 2010

RE: Registration and Logistics for July 15-16 EIPC Stakeholder Steering Committee (SSC) Meeting

Registration is required to attend the meeting. Please register by July 7, 2010. Attendance is limited by the size of the meeting room.

To register for the meeting, please complete and submit the survey at the following link :

<http://www.zoomerang.com/Survey/WEB22ARTBLKF2W>

Meeting Times

- **July 15, 8:00 am - 10:00 am CDT.** SSC and Table Representative Negotiation Workshop. Observers welcome.
- **July 15, 10:30 am - 5:00 pm CDT (Lunch Included).** Development of SSC Work plan and Governance.
- **July 15, 5:00 pm - 7:00 pm CDT.** Reception
- **July 16, 7:00 am - 1:00 pm CDT (Breakfast Included).** Development of SSC Work plan and Governance.

Lodging and Meeting Logistics

Meeting Location: Crowne Plaza Chicago Metro

733 West Madison

Chicago, IL 60661

Reservations: 312-829-5000

Fax: 312-602-2199

<http://www.thechicagometro.com/>

We have reserved a block of rooms at the Crowne Plaza Chicago Metro for the nights of July 14th and 15th at a rate of \$159.00. Please refer to the Group Name "**EIPC**" or the Group Booking Code: **YST**. Each individual guest is responsible for their own guest room, tax and incidental charges.

The cut off date for accepting reservations into the room block is July 7, 2010. Reservation requests received after 6 pm Central Standard Time on July 7, 2010 will be accepted on a space availability basis.

Parking

A special parking rate for EIPC attendees is available for \$20/per car, per day at the Crowne Plaza Metro Hotel.

Air Travel

We encourage you to fly into O'Hare International Airport (17 miles) or Midway International Airport (10 miles). The hotel is also accessible via Amtrak at Union Station Train Station (.5 miles). Please note that shuttle arrangements are not provided.

We recommend using Go Airport Express Shuttle to arrange transportation between the airport and the hotel.

O'Hare Airport: Tickets can be purchased at Airport Express counters located in the terminals at Door 1E, Door 2D, and Door 3F across from baggage claim on the Baggage Claim level. Cash, Master Card, VISA, and American Express are accepted.

Shuttles leave O'Hare airport for all hotels downtown every 10 to 15 minutes from terminals 1E, 3F, 2D and 5E. You do not need a reservation if you are leaving O'Hare for downtown. Reservations are required if you are traveling to the airport.

For one passenger traveling to/from downtown Chicago one-way the cost is \$27.00. For roundtrip the cost is \$49.00. For two passengers (pair fare), the cost one-way is \$19.00 per person or \$35.00 per person for roundtrip tickets. For three or more passengers, the group rate is applied and the cost is \$14.00 per person one-way or \$27.00 per person roundtrip.

Midway Airport: Tickets can be purchased at the Airport Express ticket counter located at door 3 lower level straight across from baggage claim. Airport Express van leaves Midway going to all hotels in downtown Chicago every 15 minutes. Cash and major credit cards are accepted.

For one passenger traveling to/from downtown Chicago one-way the cost is \$22.00. For round trip the cost is \$37.00. For two passengers (pair fare), the cost one-way is \$15.00 per person or \$27.00 per person for round trip tickets. For three or more passengers, the group rate is applied and the cost is \$12.00 per person one-way or \$22.00 per person round trip.

Directions to Hotel/Meeting Venue

Subway: The closest subway stop to the hotel is the UIC-Halsted Blue Line. It is approximately .5 miles from the hotel. The taxi fee from the Subway Station is approximately \$4.00. Walking directions are as follows: Head north on S. Halsted Street towards S. Green Street/W. Tilden Street. Turn right at W. Madison Street, the hotel will be on the right side of the street.

<http://www.transitchicago.com/assets/1/maps/ctatrainmap.png>

Amtrak: Union Station is .5 miles from the hotel. The taxi fee from the Train Station is approximately \$4.00. Walking directions are as follows: Take Adams Street west to Halsted, turn right and go 2 blocks to hotel on the right side of street.

Driving

Directions From the North. Follow signs for I-94 E/US-41 S to Chicago. Continue to follow I-94 E. Take exit 51D for Madison St, then turn right at W Madison St. Arrive at the Crowne Plaza Chicago Metro Hotel, 733 W Madison St, Chicago, IL 60661.

Directions From the West. Follow 190E. Then merge onto I-90E (Kennedy Expressway) until you reach the Chicago Loop. Take exit 51D for Madison St, then turn right at W Madison St. Arrive at the Crowne Plaza Chicago Metro Hotel, 733 W Madison St, Chicago, IL 60661.

Directions From the South. From the I-90 W/Toll Rd to Chicago, take exit 51D for Madison St. Turn left at W Madison St. Arrive at the Crowne Plaza Chicago Metro Hotel, 733 W Madison St, Chicago, IL 60661.

Contact for further questions: emiller@keystone.org