



Eastern Interconnection Planning Collaborative

## SSC Meeting Logistics Memo

**July 28-29, 2011 at the Sheraton Cleveland Airport Hotel**

The SSC will hold its next in-person meeting on July 28-29, 2011 at the Sheraton Cleveland Airport Hotel, **from 8:00 AM – 6:00 PM on Thu. July 28<sup>th</sup> and 8:00 AM – 12:30 PM on Fri. July 29<sup>th</sup>**. Breakfast and lunch will be provided on July 28<sup>th</sup> and breakfast will be provided on July 29<sup>th</sup>.

**Please be sure to make the appropriate travel and lodging arrangements to accommodate the 8:00 AM start time on Thursday, July 28<sup>th</sup>.**

**For now, please operate under the assumption that internet access will not be provided in the conference room. If that situation changes, we will update this form.**

To register, go to: <http://bit.ly/k8OwEz>

**Webinar access** will be provided for those who cannot attend in person. A separate link to register for the webinar will be sent out by email in the coming weeks. If you are not attending the meeting in person, please DO NOT register via the link above.

### Meeting Location

Sheraton Cleveland Airport Hotel  
5300 Riverside Drive  
Cleveland, Ohio 44135

All attendees should make their own travel and hotel arrangements.

### Lodging

We have reserved a block of rooms under the name “EIPC” at the Sheraton Cleveland Airport Hotel for the nights of July 27<sup>th</sup> and July 28<sup>th</sup> at a negotiated rate of \$102.00/night. The cut-off date for accepting reservations into the room block is **Monday, July 13<sup>th</sup>**. **Please note that the EIPC room block is limited to 30 rooms/night. You will need to make your room reservations at the earliest possible time to ensure availability. We will be expanding the room block as needed, but cannot guarantee rooms at the hotel above our 30 rooms/night contracted number.** Reservation requests received after July 13, 2011 or after the block is full will be accommodated as availability permits and at the Hotel’s prevailing rate. Each individual guest is responsible for their own guest room, tax and incidental charges. Please call the hotel at **1-800-362-2244** and refer to the Cleveland Airport Hotel and the room block name (EIPC) to book your reservation.

## **Transportation**

The Sheraton Cleveland Airport Hotel is 1.6 miles from the Hopkins International Airport. A free shuttle is available between the airport and the hotel 24 hours/day every 10 minutes. If traveling from the airport, the pickup point is located at **Door 5**. If you require additional transportation assistance, or if you have any specific requests, please feel free to contact the front desk at (216) 267-1500.

Downtown Cleveland is approximately 15.0 miles from the hotel and an approximate \$30 cab ride. A complimentary shuttle services within a 5 mile radius of the hotel is available. Please check with the driver and front desk for times. You can also ask at the front desk for dining recommendations serviced by the shuttle.

If you are traveling by car:

### **From Interstate 77**

- Take Interstate 77 to Interstate 480 West.
- Take the Airport Exit and proceed to the hotel.

### **From Interstate 80 (East)**

- Take Interstate 80 to Interstate 71 North (Exit 10).
- Proceed to the airport exit.
- The hotel is located .25 miles on the left.

### **From Interstate 90 (East)**

- Take Interstate 90 to Interstate 71 South.
- Proceed to the airport/Berea exit.
- The hotel is located .25 miles on the left.

### **From North**

- Take Interstate 71 South to the Airport Exit.
- Proceed to the hotel.

### **From West**

- Take Interstate 80 or Interstate 480 East to the Airport Exit.
- Proceed to the hotel.

### **From Interstate 271 (East)**

- Take Interstate 271 to Interstate 480 West.
- Take the Airport Exit and proceed to the hotel.

### **From Interstate 71 (South)**

- Take Interstate 71 North to the Airport Exit.
- Proceed to the hotel.

More information about the hotel's location and transportation options can be found at:

<http://www.starwoodhotels.com/sheraton/property/area/index.html?propertyID=205>

If you have any specific questions regarding logistics, please contact Eileen Miller at [emiller@keystone.org](mailto:emiller@keystone.org).