



Eastern Interconnection Planning Collaborative



SSC Meeting Logistics Memo

December 13 -14, 2010 at the Sheraton Charlotte Airport Hotel

The SSC will hold its next in-person meeting on December 13 -14, 2010 at the Sheraton Charlotte Airport Hotel, **beginning at 10:30am December 13th and ending at 3pm December 14th.**

Optional meeting space is available in the morning on December 13th from 8 am - 10:30 am for Sector meetings and in the afternoon on December 14th for Work Group meetings. Sectors and Work Groups must contact Eileen Miller at emiller@keystone.org by **November 25th** to confirm space reservations.

Registration is required by Thurs., November 25th to attend the meeting in person. To register, copy and paste the following link into your browser window (it may not open just by clicking on it): <https://spreadsheets.google.com/viewform?hl=en&formkey=dEdkYXN2MkpVU2dUZm40dEV1ak8xTWc6MA#gid=0>.

Webinar access will be provided for those who cannot attend. 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, you DO NOT need to register via the link above.

Meeting Location

Sheraton Charlotte Airport Hotel
3315 Scott Futrell Drive,
Charlotte, NC 28208
(704) 392-1200

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 Charlotte Airport Hotel for the nights of December 12-13th at a negotiated rate of \$95/night. The cut-off date for accepting reservations into the room block is **November 25**. Reservation requests received after this date 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 **1-800-325-3535** and refer to the room block name to book your reservation.

Transportation

The Sheraton Charlotte Airport Hotel is 1.5 miles from the Charlotte-Douglas International Airport.

A free shuttle is available between the airport and the hotel 24 hours/day. The hotel shuttle departs from the hotel on the hour and half hour by request and travel time is approx. 5 minutes. If traveling from the airport, please use courtesy phones in the baggage area for pick-up. The pickup point is located in Zone D. If you require additional transportation assistance, or if you have any specific requests, please feel free to contact the hotel at (704) 392-1200.

If you are traveling by car:

- From Greensboro (East):
Take Interstate 85 South to Billy Graham Parkway (Exit 33). Turn left at the light and cross the bridge. Turn right at the second light onto Scott Futrell Drive. The hotel is located on the left.
- From Statesville (North);
Take Interstate 77 South to Interstate 85 South. Proceed to Billy Graham Parkway (Exit 33) and turn left at the first light. Continue across the bridge and turn right at the second red light onto Scott Futrell Drive. The hotel is located on the left.
- From Atlanta (West):
Take Interstate 85 North to Billy Graham Parkway (Exit 33). Turn right at the light and turn right at the next light onto Scott Futrell Drive. The hotel is located on the left.
- From Columbia (South):
Take Interstate 77 North to Billy Graham Parkway (Exit 6B). Follow Billy Graham Parkway and turn left at the second light after the airport exit. The hotel is located on the left.

More information about the hotel's location and transportation options can be found at:
<http://www.starwoodhotels.com/sheraton/property/area/transportation.html?propertyID=942>.

If you have any specific questions regarding logistics, please contact Eileen Miller at emiller@keystone.org.