

# **FORUM FACTS**

## **FORUM INFORMATION:**

Monday, November 13 (1 p.m.) to Tuesday, November 14 (2 p.m.) Springhill Suites Orlando Airport in the Hazeltine Ballroom

## **HOTEL INFORMATION:**

There are two hotels involved with this event:

- 1) The actual meeting space is located at Springhill Suites Orlando Airport in the Hazeltine Ballroom. The address for the meeting space is: 5828 Hazeltine National Drive, Orlando, FL 32822.
- 2) Lodging for this event is at Residence Inn by Marriott located at 7024 Augusta National Drive, Orlando, FL 32822. The group rate is \$129 USD per night (Start date: 11/13/17 End date: 11/14/17) and the last day to book is October 13th.

(The two hotels share the same parking lot, but guests will need to walk over to Springhill for the meeting.)

## AIRPORT TRANSPORTATION:

Orlando International Airport (MCO) is roughly 2 miles from our meeting space. Complimentary airport shuttle service is provided, on request, by calling Shuttle Phone: 407 816 5533.

Instructions for shuttle - When you have your luggage, follow signs and proceed to Ground Transportation on Level 1 of your respective terminal. Once on the lower level, call the shuttle phone for pick-up.

The shuttle pick-up locations for each terminal are:

Terminal A ---- A4 or A44 Terminal B ---- B4 or B39

#### **Alternate transportation:**

Bus service, fee: \$3 USD (one way) Estimated taxi fare: \$6 USD (one way)

#### **ABOUT THE MEETING SPACE**

Although Orlando boasts warm temperatures outdoors, please know that the meeting room space tends to be very cool. Guests may be more comfortable wearing layers (long sleeves) or plan to bring along a jacket.

#### **MEALS**

Catering is provided by Springhill Suites. Lunch and dinner on Monday as well as lunch on Tuesday will be available. If you have special dietary restrictions, please note on registration form and email wo@epcwo.org as soon as possible.

#### QUESTIONS?:

Email wo@epcwo.org