



2009 NCDB-Hilton/Perkins Family Specialist Workshop April 24-25, 2009 Portland, Oregon

The following information will help you make your travel arrangements.

PLEASE READ CAREFULLY

LOCATION:

The workshop will be held at the Portland Marriott City Center, 520 Southwest Broadway, Portland, OR. If you'd like more information about Portland, you can visit the following website: www.TravelPortland.com.

AIRLINE RESERVATIONS:

All participants are responsible for making their own airline reservations by calling Nancy Ganson at the Teaching Research Institute in Monmouth, Oregon **(503-838-8808)**. Please fax Nancy the Travel Preference Form before calling. Your ticket will be billed to NCDB. The workshop begins on Friday, April 24 at 8:30 am and runs through Saturday, April 25 at 3:00 pm. Please do not schedule your airline flight departure before 5:00 pm. on Saturday, April 25. NCDB will pay a third night of lodging if you are not able to leave at 5:00 pm or later on Saturday. NCDB will pay a maximum of \$500 for airfare from your home to the Portland airport. ***Reservations should be made by April 3, 2009.***

HOTEL RESERVATIONS:

Please do not make call the hotel for reservations. After your airline reservations are made, we will confirm the nights you will be staying at the hotel based on your flight itinerary. The block of rooms is available for the nights of Thursday, April 23 – Saturday, April 25. The website for the hotel is: www.Marriott.com/PDXCT.

TRANSPORTATION FROM THE AIRPORT:

TriMet/MAX Light Rail (\$2.30) Take MAX Red Line to City Center & Beaverton TC. Get off at Pioneer Square North MAX Station. Walk 0.1 mile north to 520 SW Broadway. Travel time: 43 minutes (including 2 minutes walking)

Airport shuttle service (\$14 one way. Blue Star Bus - <http://www.bluestarbus.com/dexpress.html>. Travel time: 30 minutes.

Taxi (\$30.00 one way). Travel time: 30 minutes.

MEALS:

Hilton/Perkins and NCDB will provide lunch on Friday and Saturday. You will be responsible for your breakfasts and dinners and any meals on your travel days. There are several restaurants within walking distance of the hotel.

MORE INFORMATION ON THE AGENDA COMING SOON!



2009 National Family Specialist Workshop

April 24-25, 2009

Portland, Oregon

WORKSHOP APPLICATION FORM

YOUR NAME:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
PHONE	FAX:	
EMAIL:		
DB PROJECT NAME:		

SPONSORSHIP: NCDB will sponsor airfare and 2-3 nights (depending on ability to fly out on 4/25/09) of lodging in a double room for one (1) family specialist from each state deaf-blind project. A project may request an additional slot for one (1) additional family specialist at the expense of the project. These additional requests will be considered after the application due date of February 27. Those not sponsored by NCDB will be responsible for their own airfare, lodging, breakfasts and dinners.

Are you the NCDB sponsored participant from your DB project: ___ Yes ___ No

If no, you will be placed on a waiting list until after the due date of February 27, 2009.

LODGING: For sponsored participants, NCDB will pay for 2-3 nights of lodging in a double room. If you choose to have a single room, you will be responsible for half of the room cost. Non-sponsored participants can choose a single or double room (\$116) and will be responsible for the total room cost. A block of hotel rooms is reserved for Thursday (4/23), Friday (4/24) and Saturday (4/25).

ROOMMATE REQUEST (Please list by name):

SINGLE ROOM REQUEST: ___ Yes, and I understand that I am responsible for ½ the cost of the room (sponsored participants) or the entire cost of the room (non-sponsored participants)

SPECIAL NEEDS OR REQUESTS: Please indicate with a "Y" for yes

Braille:	Large Print:	Assistive Listening Device, Type:	
Interpreting			
ASL:	Signed Exact English:	Oral:	Tactile:
Dietary			
Vegetarian:	Other, describe:		
Other needs:			

PLEASE RETURN TO: Bernie Samples
 NCDB, 345 N. Monmouth Ave
 Monmouth, Oregon 97361
 FAX: 503.838.8150
 E-MAIL: sampleb@wou.edu

REGISTRATION DUE DATE - FEBRUARY 27, 2009

NCDB-Hilton/Perkins Family Specialist Workshop Travel Preference Form



April 24-25, 2009
Portland Marriott City Center
Portland, Oregon

To Be Completed ONLY by NCDB Sponsored Participants

Please provide all of the following information and remember to use the name that appears on your picture ID!

Traveler Information

Name: _____ Middle Initial: _____ Last Name: _____

E-Mail: _____ (Use the email address you can access "on the road")

Home Phone: (_____) _____ Work Phone: (_____) _____

Mobile Phone: (_____) _____ Fax Number: (_____) _____

Information of a Person Not Traveling With You

Name: _____ Phone: (_____) _____

Flight Information

Seat Preference _____ Frequent Flyer Number _____

Event: Schedule

Thursday, April 23 - Travel Day

Saturday, April 25 - Workshop ends at 3:00 p.m. - Travel day (after 5:00 p.m.)

Sunday, April 26 - Travel day

Travel Dates	Departure Time	Departure City	Arrival City
	AM/PM		Portland
	AM/PM		
	AM/PM		Portland
	AM/PM		

Please return this form no later than _____ to:

Nancy Ganson
gansonn@wou.edu
Fax: 503-838-8150
Phone: 503-838-8808

_____ **BUSINESS OFFICE USE ONLY** _____

Member ID: _____ Password: _____

Airfare Authorization Number _____