

# HOUSING, FUNCTION SPACE and TRANSPORTATION



## Housing

Housing instructions will be available December 2008. A complete listing of the PAS official hotels follow.

### Co-Headquarter Hotels

Hilton Baltimore Convention Center  
Renaissance Harborplace

### Additional Hotel Properties

Hampton Inn at Camden Yards  
Holiday Inn Baltimore Inner Harbor  
Hyatt Regency Baltimore  
Intercontinental Harbor Court  
Marriott Courtyard Inner Harbor  
Marriott Inner Harbor  
Marriott Waterfront  
Sheraton Baltimore City Center (formerly Wyndham)  
Sheraton Inner Harbor Hotel

To take advantage of the special rates negotiated at the PAS official hotels for the 2009 PAS Annual Meeting, your reservations **must** be made through the official Housing Bureau beginning December 1, 2008. Make reservations online at [www.pas-meeting.org](http://www.pas-meeting.org), or by mail, fax or phone. Further information will be mailed with your booth assignment. As rooms will be assigned on a first-come, first-served basis from a protected block of rooms, you are strongly encouraged to make housing arrangements soon after receiving the information. If your company is requesting a room block of ten or more rooms, a group block must be requested through the Housing Bureau.

**The deadline for exhibitor housing is  
March 5, 2009**

Companies who make reservations for nine rooms or less will receive two priority points. Companies with ten or more rooms will receive two priority points for the first nine people, plus one point for each additional ten people booked at any of the PAS official hotels. All reservations must be made through the official Housing Bureau.

Exhibitors and their agents are not permitted to negotiate blocks of rooms directly with any official PAS hotel. These violations impede PAS's ability to obtain adequate space.

Although most hotels are within walking distance of the Baltimore Convention Center, the PAS has arranged convenient shuttle bus service between the Baltimore Convention Center and most PAS official hotels.

## Hospitality Suites

Hospitality suites are available only to companies who are exhibiting during the meeting. Exhibitors requesting a suite should do so through the official Housing Bureau at the same time that sleeping room requests are made. Upon approval by PAS, the Housing Bureau will send a confirmation. Hospitality functions cannot conflict with the official program activities. The exhibiting company will cover all costs for a hospitality suite.

## Request for Function Space

If you require meeting room space for ancillary functions or other PAS-approved activities, the PAS can assist you in securing space. Ancillary functions or other activities are restricted to the co-headquarter meeting hotels, Hilton Baltimore Convention Center and Renaissance Harborplace. To secure a room, simply submit your Function Space Request Form as soon as possible, but no later than February 6, 2009. All requests submitted will be handled on a first-come, first-served basis. Only requests on the appropriate form will be processed. Space assignments will be confirmed by March 2, 2009. Once assigned, you will then work directly with the hotel to finalize arrangements. **If you cancel after the meeting space is confirmed, you will be liable to pay hotel cancellation charges levied.** To learn more about reserving meeting space or to obtain a Function Space Request Form, please visit the PAS website, [www.pas-meeting.org](http://www.pas-meeting.org), or contact Kathy Cannon at [kathyc@aps-spr.org](mailto:kathyc@aps-spr.org).

## Shuttle Bus Service

Complimentary shuttle bus service will be provided between the Baltimore Convention Center and most official hotels of the 2009 PAS Annual Meeting. Shuttle service will run from Saturday, May 2 to Tuesday, May 5. Schedules for the shuttle service will be available at the front desk of all participating hotels, as well as the PAS Exhibitor Registration Desk and PAS Information Desk at the Baltimore Convention Center.

## Parking

For information on parking, please visit the Baltimore Convention Center website, [www.bccenter.org/index.php?target=60](http://www.bccenter.org/index.php?target=60). Information on parking in the loading dock is also available on this site.

## Air Transportation

The PAS offers discounted airfares and personalized service to the 2009 PAS Annual Meeting. Additional information on the official 2009 PAS Travel Agency is available at the PAS website, [www.pas-meeting.org](http://www.pas-meeting.org). To take full advantage of the discounted airfares and personalized service organized for 2009 PAS, please use the **PAS Travel Center** for your airline tickets to the 2009 PAS Annual Meeting in Baltimore, MD.

## Why the PAS Travel Center?

- ❖ Special fare discounts from 9% to 10% with these carriers: **American** ❖ **Amtrak**
- ❖ On-site Travel Desk at 2009 PAS for assistance during the meeting
- ❖ Automated flight monitoring and status updates after ticketing
- ❖ Single search for fares from multiple reservation systems and over 50 Internet sites with the special meeting discount already applied
- ❖ Save time at the airport; get your return flight boarding pass at the 2009 PAS On-site Travel Desk
- ❖ Use the system and the agents that **know** PAS
- ❖ Lower ticketing fees than most travel sites and agencies - \$10 per ticket when purchased on-line, \$20 per ticket when purchased by phone

### On-Line

[www.meetings.pastvl.com](http://www.meetings.pastvl.com)

- ❖ Available 24/7
- ❖ Quick entry with your name and e-mail
- ❖ Displays the after discount fare

### On-Call

**800-952-8062**

- ❖ 7:00am – 6:00pm, CT Monday-Friday
- ❖ The PAS Travel Center Team:  
Kim Ashlock - [kima@innovativetvl.com](mailto:kima@innovativetvl.com)  
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