Date: November 15, 2019

30th USDA INTERAGENCY RESEARCH FORUM ON INVASIVE SPECIES

GRADUATE ANNAPOLIS
(formerly Loews Annapolis Hotel)

126 WEST STREET, ANNAPOLIS, MARYLAND
PHONE: 410-263-7777; FAX: 410-263-0084

JANUARY 14-17, 2020

LODGING:

Single and Double -$109 (plus 6% state tax and 7% city tax). The room rate is the current maximum government lodging rate for the Annapolis area. A block of rooms has been reserved at the Loews under the USDA Research Forum and will be held until December 13, 2019; after that date, rooms will be available on a first come, first served basis. All rooms must be guaranteed with a credit card.

You can make reservations by phone or online. Please identify yourself as part of the USDA Research Forum when making your reservation through the hotel’s Reservations Center, 800-526-2593.

If you prefer to book online, please visit www.thehotelannapolis.com, select your arrival and departure dates, choose “Group” from the Partner/Group Rates dropdown, and enter group code, RES420 in the code field. Please note that it is necessary to guarantee the room to a credit card. Also, please keep in mind that all reservations within this block must be made no later than December 13, 2019 to ensure availability.

The cancellation of guaranteed reservations must be received 24 hours prior to arrival in order to avoid a charge of one night’s room and tax.

CHECK-IN AND CHECK-OUT TIME
Check-in time for all attendees is 4:00 PM. Check-out time is 12noon.

EARLY DEPARTURES
At check in, each guest will have the opportunity to reconfirm his/her departure date. Any guest departing prior to that date will be assessed a charge of 50% of the rate for each night that the guest is departing early.

PARKING
The current parking charges for guests are as follows, and are subject to change without notice:
Valet Parking - $23 per day maximum  Self-Parking- $20 per day maximum

MEETING REGISTRATION
On-line registration, payment with a credit card, can be made through the following link:
http://sites.udel.edu/frame/meetings/
The registration fee for the 2020 Research Forum is $150 for full registration, $75 for any one-day (Wednesday, Thursday, or Friday). Deadline for on-line pre-registration is Wednesday, January 8, 2020.

On-site registration will be available, payment by cash or check only.

TRANSPORTATION – ALL PRICES SUBJECT TO CHANGE – CALL FOR UPDATED PRICES

The Super Shuttle: Web address is www.supershuttle.com - Phone: 1-800-BLUEVAN (800-258-3826) or (410) 859-3427.
**Epic Sedan Service:** Web address is [www.epicsedans.com](http://www.epicsedans.com) - Phone: (443) 822-8747

Attendees traveling from abroad, please note that the *Baltimore-Washington International Airport* is the closest and most convenient airport to Annapolis.

Should you require additional information or assistance, please contact me by phone (203-230-4330) or e-mail ([katherine.a.mcmanus@usda.gov](mailto:katherine.a.mcmanus@usda.gov)). For more information on the Forum and the city of Annapolis, visit [www.nrs.fs.fed.us/disturbance/invasive_species/interagency_forum](http://www.nrs.fs.fed.us/disturbance/invasive_species/interagency_forum)