



United States
Department of
Agriculture

Forest Service

Northern Research
Station

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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 - 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). For more information on the Forum and the city of Annapolis, visit www.nrs.fs.fed.us/disturbance/invasive_species/interagency_forum