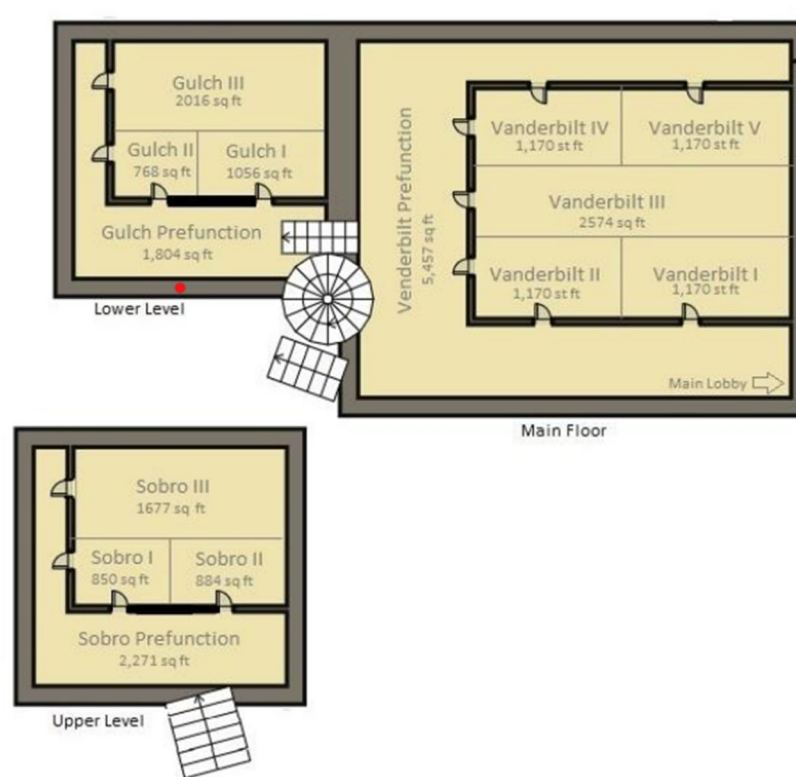


# HOTEL INFORMATION & OTHER ITEMS OF INTEREST/IMPORTANCE

## Conference Meeting Rooms:



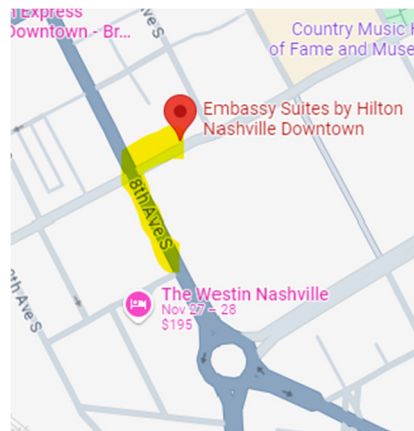
NACCA Conference registration & conference meeting spaces can be accessed from the 1<sup>st</sup> floor of the Westin. The conference area is accessible to the left of the main entrance. Signage will be available to assist in locating the area. The pre-conference workshop will be held in the Gulch rooms (take stairs or elevator to the lower level from the main conference space). Conference registration & sponsor exhibits will be in the Vanderbilt Prefunction space (see times on the Program Agenda). The main conference will be in the Vanderbilt rooms. The Federal Agency & Community Service tables will also be in the Vanderbilt room. Meals will be held in the Gulch rooms. The networking reception on Wednesday evening will be held at L27 (rooftop space on the 27<sup>th</sup> floor).

## Hotel Transportation & Parking:

The Westin does not offer airport shuttle service but the distance from the airport about 20-25 minutes. Lyft/Uber & taxis to/from the airport are available. The Westin is located in a popular area of downtown Nashville, so it's convenient to many destinations by walking. But again, rideshare & taxi cabs are available in abundance.

If you will be commuting daily, the daily valet parking rate for attendees will be \$25/day. If you will be parking overnight, the rate will be \$60/day. There are other parking options within a block radius of the hotel, if preferred (pricing not available).

If you will be staying at the Embassy Suites (overflow hotel), the Westin is 1 block away, a less than 5 minute walk. See the map below:



## Ladies of Charity Nashville Outreach Effort:

As has been the tradition of NACCA at previous in-person conferences, we are happy to partner with the Ladies of Charity Nashville this year! We will be conducting a **“Peanut Butter Bonanza”** donation drive for the organization throughout the conference until the last day of the event. We ask your support in donating a jar (or some jars) of peanut butter during the conference. If you cannot travel with it, there are a few stores in the area where it can be purchased from once in Nashville. If you need assistance to facilitate your donation, please contact Chea.

Per a spokesperson for the charity, “One thing that is very helpful is peanut butter. It’s protein, lasts a while, and when a family is hungry it can be a quick meal.”

There will be a table display in the main conference area daily for donation drop offs beginning on Tuesday. We will transport the donations to the organization after the conference adjourns on Friday afternoon. More information on the Ladies of Charity Nashville and the great work they do is available on their website at

<https://ladiesofcharitynashville.com>. If you have any questions on the outreach effort, please feel free to contact us at [naccafedpanel@gmail.com](mailto:naccafedpanel@gmail.com). Thank you in advance for your generosity!



### **Wear Your Institution Colors Friday:**

All attendees are encouraged to wear colors or paraphernalia representing your institution/organization to Friday's conference sessions. Show your pride!!!!

### **Continuing Professional Education Information:**

To receive CPE credit, you must sign in daily at the Registration Desk. Certificates will be e-mailed to registrants. In accordance with the standards of the National Registry of CPE Sponsors, 50 minutes equals 1 CPE. Full CPE information can be found on the Program Agenda.

### **Where to Find Conference Documents:**

All final conference documents were sent out to all attendees (i.e. Program Agenda, Attendees Lists, Session presentations, etc.), but can also be found on our website at <https://naccaconference.org/>.