



## 43<sup>rd</sup> Annual Conference May 19 – 22, 2017 General Information

### Where is the AAICPC 40th Annual Conference? *Training and Conference*

Westin Portland Harborview  
157 High Street, Portland, Maine 04101  
(207) 775-5411—Main Number  
<http://www.westinportlandharborview.com>

*Overflow hotel for May 18<sup>th</sup> only*

Holiday Inn By the Bay (**May 18<sup>th</sup> Only**)  
88 Spring Street, Portland, Maine 04101  
(207) 775-2311—Main Number  
<http://www.innbythebay.com/>

#### • How much is the hotel room?

**Westin:** \$169 for a king bed per night plus applicable taxes and fees. (Currently at 9% tax rate per room/per night, subject to change). *Other room types are available at higher rates.*

**Holiday Inn:** \$139.00 for single or double per night plus applicable taxes and fees. (Currently at 9% tax rate per room/per night, subject to change). To make a reservation for Thursday ONLY, call 207-775-2311 and make your reservation before Tuesday, April 18.

**Check-In Time:** 3:00 p.m.

**Check-Out Time:** 12:00 p.m.

#### • What is the cut-off date for Westin Hotel reservations at the group rate? April 17, 2017

After that date, hotel reservations will be accepted on a space- and rate-available basis. The group rate may not be available if the block fills up before this date. You can cancel your reservation for no penalty **up to 72 hours prior the day of your scheduled arrival.** Or there will be a charge of one night's room and tax if you fail to check into the hotel on the specified arrival date. **Note: This information is provided as a convenience; the Westin Portland Harborview will provide their current cancellation policy to you when confirming your reservation.**

**Holiday Inn: The cut-off date for this property only is April 18, 2017.**

- **How can I make my hotel reservations?** Go to APHSA's home page at [www.aphsa.org](http://www.aphsa.org) and follow the click on the Join Us icon or visit [www.aaicpcconference.com](http://www.aaicpcconference.com) to access the Hotel/Travel page that details how to make your hotel reservations. Westin: Direct link to the website or call the hotel reservation department directly 1-877-622-3056. Holiday Inn (for May 18 only): Call (NUMBER). Refer to the code **AAICPC** to receive the discounted rate.

- **What do I need to do to register?** Online registration is available. Go to APHSA's home page at [www.aphsa.org](http://www.aphsa.org), and click on AAICPC Register Now icon on the right-hand side of the webpage. You can also visit the conference website by visiting [www.aaicpcconference.com](http://www.aaicpcconference.com).
- **What are APHSA Conference Policies?** APHSA requires a valid purchase order, if not paying by check or credit card when registering. If you need to pay by purchase order, you must enter the purchase order number and the billing contact to complete your registration. **A copy of the purchase order will be required before you can receive your conference materials at the event.** The cancellation fee will be assessed for both pre-paid registrations and for those invoiced on a purchase order. To receive a refund, less the \$100 fee, your *written* cancellation notification must be received prior to **April 17, 2017**. After the noted date, no refunds will be made. All refunds will be processed after the event. Registration fees for "no shows" will not be refunded.
- **What does the registration fee include?** ICPC Training includes continental breakfast, lunch, morning and afternoon session breaks, and training materials. Full Registration includes continental breakfast, morning and afternoon session breaks, and the Awards Luncheon; One- Day Registration includes continental breakfast, the Awards Luncheon, and morning and afternoon session breaks.

#### **Transportation:**

- **Option 1:** Fly directly to [Portland International Jetport](#) (PWM) and take the complimentary shuttle from the airport to the hotel. Complimentary shuttle transportation to and from the Portland International Jetport is available to hotel guests based on availability from 5:00am – 11:00pm. Please call (207) 517-8873 to make reservations.
- **Option 2:** Fly directly into [Boston Logan International Airport](#) (BOS):
  - You can reserve a seat on the [Concord Bus Line](#) (Express Routes recommended) which will take you to Portland, ME. The average cost for a round trip ticket on the Concord Bus Line is \$49.00. You will be required to reserve a seat in advance of your arrival into Boston.
- [Amtrak Downeaster](#) Service – five round-trip busses every day between Boston and Portland. Please check the Amtrak website for details.

#### **From/To Portland International Jetport – PWM - (approx. 15 min):**

**Uber:** Fare is approximately \$9.00 (one way)

**Taxi:** Fare is approximately \$22.00 (one way)

#### **Driving Directions:**

For driving direction options, please visit the Westin Portland Hotel [website here](#).

**Parking:** **Valet Parking** – \$34 per day (includes in/out privileges) (Rates are subject to change); **Self-parking** is available at parking facility adjacent to the hotel at a discounted rate.

#### **Services and Amenities:**

- 24-hour fitness studio (available with key-card access)
- Complimentary wireless internet access in the lobby and public areas to SPG members.
  - Complimentary wi-fi will be provided within all meeting rooms during the conference.
- On-site Business Center available 24 hours daily
- Full-time concierge desk
- Full restaurant providing breakfast, lunch and dinner and an evening restaurant and bar that serves only dinner.
- Room service available 24 hours daily

Several restaurant and local attractions within walking distance.