

Duffy Travel

Memo

TO: *Houston Attendees*
FROM: *Shirley McClinnis*
PHONE: *800 821-3982*
WEBSITE: *duffytravel.com*
EMAIL: *shirley@duffytravel.com*
RE: *Dr. Ruby Payne's Dropout Prevention Strategies*

The following is the fact sheet for your upcoming meeting.

*****Conference Hotel:** *Hilton Houston Post Oak*
2001 Post Oak Rd
Houston, TX 77056
Hotel Phone: 713 961-9300
Hotel Fax: 713 961-1557

Dates of Meeting: *Tuesday, December 9-Wednesday, December 10, 2008*

Room Rate: *\$129.00 per night*
Room Tax: *Currently 17%*
Airport Transportation: *Taxi/Car Rental*
Negotiated Overnight Self Parking *\$11.00/Valet \$20.00*
Negotiated Day Self Parking *\$7.00/Valet \$11*

Check in Time: *3 p.m. Check out time is: noon*

*****To Make Reservations:** *You may call me at 800 821-3982, email or visit my website to make reservations or for further information. We also offer special discounts on airfare and car rentals exclusively for attendees.*

Directions:

Driving From Dallas: *Take 45 South, to 610 West, to 610 South. Exit Post Oak Blvd .and make a right. Pass 3 lights and the hotel will be on your left hand side.*

Driving from Austin: *Take 290 Southeast to 610 South. Exit Post Oak Blvd .and make a right. Pass 3 lights and the hotel will be on your left hand side.*

Driving From San Antonio: *Take I-10 East to 610 South. Exit Post Oak Blvd .and make a right. Pass 3 lights and the hotel will be on your left hand side.*

Driving From Sugarland on 59 or Southwest Freeway: *Take 59 North to 61 North, exit Westheimer and make a left. The first light after you pass the underpass will be Post Oak, please make a right. The hotel will be on your right.*

Driving from Pearland on 288: *Take 288 North, to 610 West, to 610 North. Exit Westheimer and make a left. The first light after you pass the underpass will be Post Oak, please make a right. The hotel will be on your right.*