

RJM TRAINING SEMINAR
November 16 - 17, 2004

SEMINAR LOCATION:

California Employment Development Department (CEDD)
722 Capitol Mall
Room 4061
Sacramento, California 95814

HOTEL LOCATION:

Holiday Inn Capitol Plaza
300 J Street
Sacramento, California 95814
(916) 446-0100

A block of rooms has been reserved for training participants at the Sacramento Holiday Inn Capitol Plaza Hotel under the group name "U.S. Department of Labor." The room rate is \$84 single/double, plus a 12 percent tax and a \$1.50 tourism assessment fee. Each individual is responsible for contacting the hotel at (916) 446-0100 to make his/her own reservation. Please mention the group name above when making reservations to ensure the correct rate is quoted. Reservations should be made no later than October 18, 2004. After that date, the hotel will continue to accept reservations on a space and rate available basis.

Hotel check-in time is 3 p.m. and check-out time is 12:00 noon. Cancellations must be received by 6 p.m. day of arrival. Please retain the cancellation number in order to avoid any fees. If departing after 12:00 noon on confirmed departure day, you will be charged a ½ day room rate; however, you can make prior arrangements for late check-out, pending availability.

GROUND TRANSPORTATION:

The hotel does not provide free transportation from the airport. At the Sacramento International Airport, there is shuttle service available at the current charge of \$12 each way. Taxi service is available at an approximate cost of \$30 each way. If traveling in groups of 3 or more, taxi service is more feasible.

Parking is available at the Holiday Inn for \$10/day self parking or \$15/day valet parking.

The Holiday Inn Capitol Plaza is located at the edge of the Downtown Mall and across the street from Old Town Sacramento. The training will be at the EDD building, which is at the other end of the mall and two blocks south.