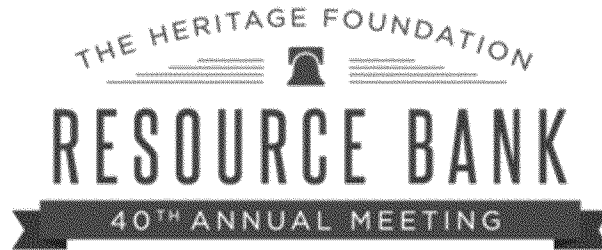


To: Hupp, Sydney[hupp.sydney@epa.gov]
From: Larsen, Jessica
Sent: Fri 5/5/2017 8:35:25 PM
Subject: Important Reminders for the 2017 Resource Bank Meeting



Dear Administrator Pruitt,

We are delighted you will be joining us for 40th Annual Meeting of The Heritage Foundation's Resource Bank Meeting, Tuesday, May 9 – Friday, May 12, 2017, at The Broadmoor Resort in Colorado Springs, Colorado. Please review the following details in preparation for the conference.

AGENDA

The final conference agenda is available online here.

SESSION TIME AND LOCATION

Please plan to arrive to your room at least 15 minutes prior to your session's start time. The time and location of your session is listed below.

Session Title: Robert H. Kriebel Dinner

Date: 5/11/2017

Time: 6:00:00 PM

Room: Broadmoor Hall B

VENUE

The Broadmoor Resort
1 Lake Avenue

Colorado Springs, CO 80906
Phone: (719) 634-7711

REGISTRATION & HOTEL CHECK-IN

Registration for Resource Bank will be open from **3:00 p.m. to 8:00 p.m. on Tuesday, May 9**, in the Pompeii Room in the Broadmoor Main Building (Mezzanine Level). **The hotel will also provide a satellite check-in desk at this location so you can check-in for your guest room and Resource Bank at the same time!**

On Wednesday, May 10, Registration will relocate to the Broadmoor Hall Foyer for the duration of the Meeting. Registration and the Networking Lounge open at 9:00 a.m. on May 10.

A property map of the Broadmoor can be viewed [here](#).

WELCOME PARTY AT PLAY BOWLING LOUNGE – TUESDAY, MAY 9

Join us from 8:00 – 11:00 p.m. on Tuesday, May 9, at PLAY Bowling Lounge in the Broadmoor West Building. Sponsored by Facebook, this event will include 6 lanes of bowling, food and drinks, and a great opportunity to connect with friends and colleagues as you arrive.

DOWNLOAD THE RESOURCE BANK APP

Download the Resource Bank app to create your profile, start connecting with other attendees, and review the agenda, speaker biographies, and session materials. To access the app, search for “2017 Resource Bank” in the app store, enter your email, and passcode **RB2017** to get logged in.

PARTICIPANTS LIST

A contact list of Resource Bank attendees can be accessed [here](#). Please note that this list only includes attendees who gave permission for their information to be listed as of Thursday, May 4.

TRANSPORTATION

By car, taxicab, or Uber, The Broadmoor Resort is a 15 minute ride from Colorado Springs Airport and a 90 minute ride from Denver International Airport.

Round-trip and one-way shuttle service between both airports and the resort can be arranged through The Broadmoor Transportation Department. Please contact (719) 362-3276 to arrange reservations or for more information. Cost is \$24 each way to/from Colorado Springs Airport, and \$95 each way to/from Denver Airport.

PARKING

Valet parking for overnight guests is \$20 per night (discounted rate for Heritage guests) and complimentary for day visitors.

Self-parking for a 24-hour period is \$22 per night, with in and out privileges.

DRESS ATTIRE

The attire is business casual for daytime meetings and business for dinner.

OPTIONAL ACTIVITIES: HIKE TO SEVEN FALLS & PIKES PEAK COG RAILWAY EXPERIENCE

Tickets are still available for the Wednesday morning pre-conference hike and the Friday morning post-conference cog railway experience, but you must pre-register by calling our Special Events department at (202) 608-1524 no later than Monday at 5:00 p.m. Please note that The Heritage Foundation does not cover the cost of these activities for speakers.

Buses for both activities will depart from the Broadmoor South Lobby. Buses will load at 6:45 a.m. on Wednesday for the Seven Falls Hike and 8:15 a.m. on Friday for the Pikes Peak Cog Railway Experience.

CHANGE OF PLANS OR QUESTIONS

If you are no longer able to attend the conference or have any questions, please contact our Special Events team at 202-608-1524 or via email at specialevents@heritage.org. Also, remember to contact The Broadmoor Resort directly at (719) 362-3276 to cancel your hotel reservation. Please note that deposits are only refundable for cancellations occurring up to 7 days prior to arrival.

We look forward to seeing you in Colorado Springs!

Jessica Larsen
Event Planner

The Heritage Foundation

Jessica Larsen
Event Planner
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Washington, DC 20002
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