



Hotel and Travel Logistics

2024 Community Transformation Workshop

DATE / TIME	<p>Monday, October 14: Arrival date & Networking event in the evening Tuesday, October 15, 7:30 am: Workshop begins Wednesday, October 16, 5:00 pm: Workshop ends</p> <p><i>We encourage you to leave the evening of October 16, if travel options allow; but if you need to stay an additional night (to Thursday, October 16), please let us know.</i></p>
ACCOMODATIONS	<p>Hotel: Embassy Suites by Hilton Des Moines Downtown 101 East Locust Street, Des Moines, Iowa 50309 +1 515.244.1700</p> <p>MSAI Room Block Pricing: \$139/night from October 14 – 16, 2024 <i>Note: Reservations do not include parking. Onsite parking pricing: \$20/day.</i></p> <p>Booking Link to Reserve: https://www.hilton.com/en/attend-my-event/mainstreetamerica2024/</p> <p>Online Booking Deadline: September 24, 2024. The booking link will expire on this date. Participants are strongly encouraged to reserve rooms as soon as possible and prior to this date.</p> <p>Hotel Check-in: 4:00 pm (early check-in may be arranged directly with the hotel) Hotel Check-out: 12:00 pm (plan to check luggage with hotel, if needed)</p> <p><i>Embassy Suites Hotel Amenities and Info can be found here:</i> https://www.hilton.com/en/hotels/dsmdnes-embassy-suites-des-moines-downtown/hotel-info/</p>
TRAVEL TO DES MOINES	<p>Airport: Des Moines is served by DSM (Des Moines International Airport). DSM serves as the gateway to Des Moines and to the beautiful State of Iowa. As the largest airport in Iowa, located in the capital city, DSM welcomes people from across the country and beyond.</p> <p><i>Please be mindful of airport and airline COVID-19 safety guidelines.</i></p> <p>Getting to the Hotel: Embassy Suites Des Moines does not offer an airport shuttle. We recommend ride share options (Lyft, Uber, Taxi) to get from the airport to the hotel. Embassy Suites is around 6 miles from DSM, about a 15-minute ride.</p> <p>Parking: Self-parking (\$20/day) is available at Embassy Suites.</p>



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FOOD AND BEVERAGES	<p>Embassy Suites provides free, made to order breakfast. There is also a restaurant on-site: Liberty's, an Iowa Grill Daily, 5 pm– 11 pm)</p> <p>During each day's program, beverages and lunch will be provided by MSA.</p> <p>Evening meals will be independent, but we highly encourage participants to plan to have meals with colleagues to further the networking experience. We are also planning to have a networking event the evening of Monday, October 14. More details to come!</p> <p>If you have specific dietary needs to be considered during the program, please identify these as soon as possible by emailing msai@mainstreet.org.</p>
TECHNOLOGY	<p>Embassy Suites offers standard in-room and lobby Wi-Fi for \$4.95. Please note that Wi-Fi access cannot be guaranteed at off-site locations.</p> <p>To unlock the benefits of being a Hilton Honors member, including free Wi-Fi and digital check-in, sign up before making your reservation here: www.hilton.com/en/hilton-honors/join</p>
SUGGESTIONS FOR PACKING	<ul style="list-style-type: none"> ○ Please bring a laptop and charger ○ Pens/pencil and notebook ○ Comfortable clothing and walking shoes ○ Check the weather conditions to determine clothing needs; we encourage a variety of options – just in case! ○ Toiletries ○ Travel mug and/or water bottle ○ Beverages and snacks of choice

Special travel accommodations between workshop sites are available and can be arranged for individuals who require mobility assistance. Please email msai@mainstreet.org ahead of the workshop to arrange.