Connectathon Logistics: North America 2007

The IHE Connectathon will be held at the Hyatt Regency Chicago, 151 East Wacker Drive, Chicago, IL, January 15-19, 2007. A room block has been negotiated for our group - $129 for a single or double room (tax not included). To make a reservation, please visit
https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=31204

Housing
The sponsors strongly urge you to reserve rooms at the Hyatt Regency Chicago. The $129 rate was negotiated based on a minimum number of rooms. To make sure IHE is not charged for unused rooms, we strongly encourage you to make reservations within this block. We appreciate your cooperation in this regard.

Air Transport
For you convenience in making airline reservations, visit UNITED.COM and use the tour code 565HP. Should you choose to call United at 1-800-521-4041 reference the tour code of 565HP to earn special discounted fares. Additional transportation information can be found at
http://www.choosechicago.com/maps.html.

Participant Registration
Please register all Connectathon participants no later than December 20 in the Kudu tool at
http://ihe-kudu.wustl.edu/na2007/participant_connectathon.php?highlight=8_2. Each system registration includes two complimentary individual registrations. A fee of $50 per attendee per day will be collected onsite (check or charge) for additional participants beyond the two per system allotment. If you need additional chairs for additional participants, you MUST provide us with that information by registering those participants.

Service Kit
The attached service kit includes information regarding shipping, electrical and telephone requests. Note that all Service Kit orders are due to Freeman Companies by Dec. 20. IHE Sponsors will provide for each registered system one (1) 6'x30" table, two (2) gaslift chairs, a wastebasket, and one (1) gigabit ethernet connection (RJ45) including internet access. Additional tables will be provided only upon request and demonstrated need. If you have special space needs (oversize equipment), please contact Steve Moore before December 8.

Set Up
If you have elaborate set up needs, we suggest that you arrive for set up on Friday, January 12, 2007, 8:00am - 4:00pm to avoid weekend labor costs. Please keep in mind that testing will begin at 11:00am on Monday, January 15, 2007.

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Schedule
A detailed testing schedule can be found at http://ihe-kudu.wustl.edu/na2007.

Meals
A Continental breakfast and lunch will be provided during the Connectathon. Breakfast will begin at 7:15am and lunch at noon. If you have special dietary requirements, please email them to ihe@rsna.org by December 20, 2006.

Dismantle
All outbound freight must be made through the hotel package room. All exhibitor materials must be removed from the exhibit facility by 4:00pm, Friday, January 19, 2007.