

This email is intended to provide you with an overview for your preparation for the Conference Weekend.

Registration and Check-in Procedure

Upon arrival, proceed to the SHPE Registration Desk in the Post Oak Room at the Marriott Worthington Mezzanine level to receive your name badge, conference materials and hotel information. The Mezzanine level can be reached by taking the escalators up one level.

Transportation

Hotel Address is:

Marriot Worthington
200 Main Street
Fort Worth, TX 76102

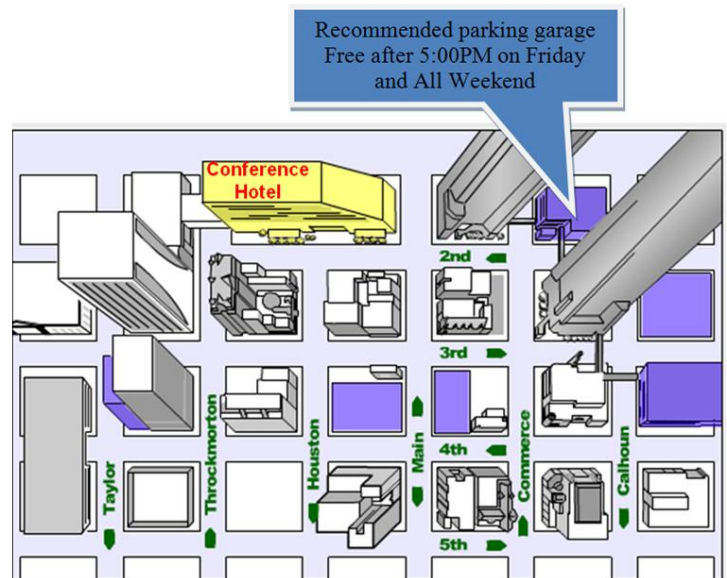
Flying in: Super Shuttle fee is \$17.00 one way and should be booked by calling (817) 329-2000 in advanced of arriving.

Parking

Recommended Free Parking Garage is on Commerce St. and East 2nd St. (2 blocks from hotel by the Historic Fort Worth Firehouse)

Hotel Self Parking is \$13.00 daily and is not included as part of your registration

Hotel Valet Parking is \$19.00 daily and is not included as part of your registration



Flag Football – 8 Team Tournament

All teams must have a roster submitted by 4:00 PM CST and be ready to play beginning at 4:00 PM. Please coordinate your own transportation from the hotel to fields. Carpooling is encouraged. Field Address is:

[Gateway Park](#)
1 Players Parkway
Fort Worth, TX 76117

Because the fields are synthetic turf, no sports drinks are allowed. Water is permitted and some water will be provided, however, please plan on bringing your own as needed.

Professional Mix and Mingle

This event will be held at the [Trinity River Vision Authority](#) from 7:30 – 9:00 PM. Seniors graduating in 2010 and Professional Conference Attendees are invited to attend. We will have several executives from local companies represented at this event. The address to the Mix and Mingle is:

Trinity River Vision Authority
307 West 7th Street, Suite 100
Fort Worth, TX 76102

Events

Name badge is required to enter all events including the Mix and Mingle, Luncheon and Awards Banquet. Please wear your badge while participating in the conference weekend.

Dress Code

Business Attire is required during workshop hours (8:00AM – 5:00PM)

Business Attire is required during the Mix and Mingle on Friday

Cocktail Attire (black tie optional) is required for the Awards Banquet

Business Casual is required for both the Lockheed Martin and the US Mint Tour (sign-up is now closed)

US Bureau of Engraving and Printing Tour

The tour group will be leaving promptly at noon from the Trinity Ballroom Foyer. Please meet downstairs in the Foyer area to carpool to the event. The Trinity Ballroom Foyer is by the West Front Driveway to the hotel – not the side where the Lobby is. The tour signup is closed, so only those who have already registered will be allowed to attend.

Lockheed Martin Aeronautics Tour

The tour group will be leaving promptly at 10:00AM on Sunday morning from the Trinity Ballroom Foyer. Please meet downstairs in the Foyer area to carpool to the event. The Trinity Ballroom Foyer is by the West Front Driveway to the hotel – not the side where the Lobby is. The tour signup is closed, so only those who have already registered will be allowed to attend.

Etiquette

Please remember that you are representing SHPE at a Chapter, Region and National Level. Fort Worth will be hosting the SHPE National Conference in 2012 and we would like to demonstrate to the area that SHPE members always act in a professional manner by showing respect to the facilities, to other hotel guests, and to our corporate sponsors.

Region V

Feel the Vibe!



SHPE REGION V



Event Description

	Time	Professionals	Venue
F r i d a y	11:00 AM	Registration, Check-in and Package Pickup Begins	Post Oak Room
	12:00 – 3:00 PM	Tour of the Bureau of Engraving and Printing	US Mint Fort Worth
	7:30 – 9:00 PM	Professional Mixer with SHPE Region V members	Trinity River Vision Authority
	9:00 PM	Registration, Check-in and Package Pickup Closes Renaissance Marriott	Post Oak Room
S a t u r d a y	7:00 – 8:00 AM	Breakfast available	Grand Ballroom Foyer
	7:30 – 9:00 AM	Registration, Check-in and Package Pickup Continues	Post Oak Room
	8:00 – 12:30 PM	Workshops	Pecos I
	12:30 – 1:30 PM	Luncheon and Special Guest Speaker Sponsored by Bell Helicopter	Rio Grande Room
	1:45 – 2:55 PM	Workshops	Pecos I
	2:55 – 3:55 PM	Workshop with students and professionals	Brazos I & II
	4:00 – 5:00 PM	Region V meeting for All Attendees	Brazos I & II
	5:00 – 5:30 PM	Group photo for All Attendees	Grand Ballroom Foyer
	7:00 – 7:30 PM	Mix and Mingle with the Hispanic Leadership Council Sponsored by Lockheed Martin Aeronautics	Rio Grande Room
	7:30 – 9:00 PM	Dinner Banquet and Regional Awards Presentation Sponsored by Lockheed Martin	Rio Grande Room
	9:00 – 12:00 AM	Salsa Demonstration and Lessons	Rio Grande Room
	9:30 – 10:00 PM	Lifetime Member Reception for Professional Members and Graduating Seniors	
	S u n d a y	11:00 AM	Check-Out of hotels
10:00 – 12:30 PM		Tour of Lockheed Martin	Lockheed Martin Campus
		Return home safely and full of motivation and knowledge	

Event Description

Time	Students	Venue	
F r i d a y	11:00 AM	Registration, Check-in and Package Pickup Begins	Post Oak Room
	12:00 – 3:00 PM	Tour of the Bureau of Engraving and Printing	US Mint Fort Worth
	4:00 – 7:00 PM	Student Flag Football	Flag Football Fields
	9:00 PM	Registration, Check-in and Package Pickup Closes	Post Oak Room
S a t u r d a y	7:00 – 8:00 AM	Breakfast available	Grand Ballroom Foyer
	7:30 – 9:00 AM	Registration, Check-in and Package Pickup Continues	Post Oak Room
	8:00 – 12:30 PM	Workshops	Brazos I & II
	12:30 – 1:30 PM	Luncheon and Special Guest Speaker Sponsored by Bell Helicopter	Rio Grande Room
	1:45 – 2:55 PM	Workshops	Brazos I & II
	2:55 – 3:55 PM	Workshop with students and professionals	Brazos I & II
	4:00 – 5:00 PM	Region V meeting for All Attendees Mike Zamarron	Brazos I & II
	5:00 – 5:30 PM	Group photo for All Attendees	Grand Ballroom Foyer
	7:00 – 7:30 PM	Mix and Mingle with the Hispanic Leadership Council Sponsored by Lockheed Martin Aeronautics	Rio Grande Room
	7:30 – 9:00 PM	Dinner Banquet and Regional Awards Presentation Sponsored by Lockheed Martin	Rio Grande Room
	9:00 – 12:00 AM	Salsa Demonstration, Lessons and DJ Dance	Rio Grande Room
S u n d a y	11:00 AM	Check-Out of hotels	Marriott Renaissance
	10:00 – 12:30 PM	Tour of Lockheed Martin	Lockheed Martin Campus
		Return home safely and full of motivation and knowledge	