



General Information

Registration

Attendee registrations are processed on a first-come, first-served basis. IPAA offers attendees three easy ways to register:

- Online at: www.ipaa.org/meetings
- Fax to: (202) 293-0681
- Mail to: IPAA
1201 15th Street, NW, Suite 300
Washington, DC 20005

Cancellation Policy

All attendee cancellation and refund requests must be received in writing. Cancellation requests received before **April 5, 2010** entitle registrants to a full refund (less a \$100 processing fee). We regret that refunds will not be made if cancellation requests are received after **April 5, 2010** or for no-shows.

Important Dates to Remember

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| March 19, 2010 | Register Early and Save Equity analysts and portfolio managers may register for the conference at any time; however, all other industry and professional service company attendees who register on/or before March 19 will save \$100 off of registration fees. |
| March 19, 2010 | Hotel Cut-Off Date Secure hotel accommodations prior to March 19 to receive IPAA's discounted room rate. |
| April 5, 2010 | Last Day to Cancel Meeting without Penalty Meeting cancellation requests received before April 5 entitle registrants to a full refund, less a \$100 processing fee. Refunds will not be made after this date. |

Hotel

The [Sheraton New York Hotel & Towers](#) will be the site of IPAA's OGIS New York. All sessions and events will take place here.

A block of rooms has been set aside for IPAA's conference attendees at a discounted rate of **\$249 (single or double) plus state and local taxes**. To make reservations, call the hotel directly at **(888) 627-7067** prior to the cut-off date of **March 19, 2010**. After this date, reservations will be accepted on a space/rate availability basis. To receive the discounted rate, be sure to identify yourself as an IPAA conference attendee. You may also make your room reservation online <http://www.starwoodmeeting.com/Book/OilGasInvSym2010>

Hotel Cancellation Policy:

The Sheraton has a 24 hour cancellation policy on hotel rooms. One day's rate as a deposit will be taken at the time of booking and if you cancel less than 24 hours in advance your deposit will not be refunded.

[Sheraton New York Hotel & Towers](#)

811 7th Avenue on 53rd Street
New York, NY 10019

Main: (212) 581-1000
Reservations: (800) 325-3535
Guest Fax: (212) 262-4410

Check-in: 3:00 pm Check-out: 12 Noon

Parking

\$42.00 Flat Rate (no in or out service)

Fitness, Business Center & Lobby Theater Desk

Fitness Club

As a guest of the Sheraton New York Hotel & Towers, you will enjoy complimentary access to a fully equipped fitness center located on the lower level of the hotel. The health club, open from 5:00 am to 11:00 pm, offers a wide variety of fitness machines, a weight room, steam rooms, and saunas that feature deluxe toiletries, towel service, and fresh fruit. Personal training, massage therapy, and a mini-pro shop are available.

Business Center

Let the Sheraton New York Hotel & Towers' business center help you with faxing, copying, computer rental and High Speed Internet Access. The business center is open Monday through Friday from 7:00 am to 11:00 pm, and from 8:00 am to 6:00 pm on Saturday and Sunday.

Lobby Theater Desk

Make the most of New York's famed culture scene. The Sheraton New York Hotel & Towers' ticket service can assist you in getting seats for the shows you want to see. Take advantage of the area's many theaters, in addition to Radio City Music Hall, Carnegie Hall and Rockefeller Center with tickets already in hand.

New York, NY - Getting There

The Sheraton New York Hotel & Towers is easily accessible to LaGuardia Airport (LGA), Newark (EWR) and John F. Kennedy International Airport (JFK).

[John F. Kennedy International Airport \(JFK\)](#)

Approximate travel time: 45 Minutes
Approximate distance: 15 Miles
Taxi one-way fare: \$50 plus tip and toll (approximately \$60)
Super Shuttle one-way fare: \$20

New York, NY - Getting There (cont.)

LaGuardia Airport (LGA)

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| Approximate travel time: | 30 Minutes |
| Approximate distance: | 8 Miles |
| Taxi one-way fare: | \$30-35 |
| Super Shuttle one-way fare: | \$18 |

Newark (EWR)

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| Approximate travel time: | 1 to 1 ½ Hours |
| Approximate distance: | 18 Miles |
| Taxi one-way fare: | \$75 |
| Super Shuttle one-way fare: | \$19 |

Penn Station

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| Approximate travel time: | 30 Minutes |
| Taxi fare from Penn Station to Sheraton: | \$9.00 (about 5 minutes) |

Airline Discount



IPAA has negotiated discounted airfares on [Continental Airlines](#). Call your travel professional or Continental MeetingWorks at (800) 468-7022 for reservations and refer to **Z Code ZGGM** and Agreement Code: **BYERCJ**. There will be a \$15 service fee collected, per ticket, for all tickets issued through MeetingWorks Reservations, or any Continental Airlines ticketing facility. The service fee is non-refundable and applies to all itineraries, one-way or roundtrip.

To avoid a service fee and receive an additional 3% discount, book your reservations online at www.continental.com. Choose your flight times and access your meeting discount by inserting **ZGGMBYERCJ** in the offer code box.

Travel agencies must list the Z Code in the Ticket Designator Box and Tour Code Box on the ticket.

Ground Transportation Discounts

Rental Car



Hertz offers special daily and weekly rental rates to conference attendees traveling to IPAA's OGIS New York. To make reservations, call Hertz at (800) 654-2240 and refer to **CV# 02XX0010**. Or, contact your travel professional, or book online at www.hertz.com.

VIP Connections, INC

Sedan service to and from the NY area Airports

Contact: Joel George, Vice President

Email: joel@vipbct.com

Office: 718-392-2700 ext. 3011

Mobile: 347-804-4816

Super Shuttle

Another alternative to taking a taxi is the Super Shuttle. Reservations can be made online at www.supershuttle.com or (800)258-3826.

Climate

April weather in New York City is often rainy with an average high of 60 degrees Fahrenheit and an average low of 45 degrees Fahrenheit. It is recommended that you bring warm clothes and an umbrella.

Conference Dress

Business attire is suitable for all conference events.