



# GETTING TO AUSTIN '09

## IS AS EASY AS



### 1. REGISTER



#### INTERNET

Register online using our secure AUSTIN 2009 registration form at <http://www.archivists.org/conference>.



#### FAX

Fax your completed registration form, with credit card information, to 312-606-0728, Attn: AUSTIN 2009 Registration. Do not fax your registration if you are paying by check.



#### MAIL

Send your completed registration form, with credit card information or check made payable to SAA, to:

Society of American Archivists  
Attn: AUSTIN 2009 Registration  
17 North State Street, Suite 1425  
Chicago, IL 60602

#### Payment and Registration Deadlines

Registrations are processed on a first-come, first-served basis. Please complete the entire form to speed your registration. To avoid being double-billed, do not send your registration via both fax and mail.

Full payment must accompany your registration. Registrations not accompanied by payment will be placed on hold until payment is received. SAA accepts checks made payable to SAA, as well as credit cards issued by VISA, MasterCard, or American Express. Payment must be made in U.S. funds. No purchase orders or vouchers can be accepted. If payment is by credit card, we recommend that you submit your completed registration form, including credit card information, to SAA via Internet or fax.

**Early-Bird Registration:** Register by **July 6** and save \$50 off Advance registration rates and \$100 off On-site rates.

**Advance Registration:** Register by **July 20** to save \$50 off On-site rates.

**Late Registration:** Registrations received after July 20 will be returned to sender. After **July 20**

you must register on site at the Registration Desk located in the Hilton Austin, 500 East 4th Street, Austin, Texas. Those registering after July 20 may not appear in the conference attendee roster.

**Advance registrations for Pre-conference Programs ONLY will be accepted until July 6. After this date, individuals may register onsite pending availability of seats in the program.**

**Cancellations and Refunds:** If for any reason you must cancel your registration, your written request must be received before **July 6, 2009**, to receive a full refund. A \$50 handling charge will be assessed for written cancellations postmarked between July 7 and July 20. **No refunds will be issued after July 20.**

**Guest Option:** This option (designed especially for spouses and children of conference attendees) allows the guest to attend the Plenary Sessions, the All-Attendee Reception, and the Exhibit Hall. Guest registrations must accompany the conference attendee's registration. When registering a guest, please be sure to include full names on the registration form.

|                             | SAA and CoSA Members | Employees of Member Institutions | Nonmembers |
|-----------------------------|----------------------|----------------------------------|------------|
| <b>Early-Bird</b> (by 7/6)  | \$299                | \$349                            | \$399      |
| <b>Advance</b> (by 7/20)    | \$349                | \$399                            | \$449      |
| <b>On-Site</b> (after 7/20) | \$399                | \$449                            | \$499      |
| <b>One-Day</b>              | \$159                | \$174                            | \$189      |
| <b>Student</b>              | \$119                | \$144                            | \$169      |
| <b>Student One-Day</b>      | \$ 99                | \$114                            | \$129      |
| <b>Guest</b>                | \$ 99                | \$114                            | \$129      |
| <b>Research Forum Only</b>  | \$ 50                | \$ 50                            | \$ 50      |

**SAA/ARMA Reciprocal Registration Fees:** The SAA and ARMA International governing bodies have approved a resolution that permits the members of each organization to attend the other's annual conference at member rates. The resolution is intended to encourage expansion of educational opportunities for both professions.

#### Confirmation

You will receive written confirmation of your registration. This notice will verify that your registration has been processed and will serve as confirmation of your AUSTIN 2009 registration. Please allow up to 2 weeks to receive your confirmation, and take a moment to review it upon receipt. If you have a question, please contact the conference office toll-free at 866-722-7858 immediately.

#### Registration Desk Hours

Pre-registrants may pick up their packets at the Pre-registration Desk in the Hilton Austin. Your registration packet will include a name badge, tickets to special events, and an on-site program that lists times and locations for all sessions and events. If you will need a reminder of session descriptions, please bring this Preliminary Program with you to the meeting. Please wear your name badge to gain admittance to sessions.

**Tuesday, August 11:** 8:00 am – 4:00 pm

**Wednesday, August 12:** 8:00 am – 7:00 pm

**Thursday, August 13:** 7:00 am – 5:30 pm

**Friday, August 14:** 7:00 am – 5:30 pm

**Saturday, August 15:** 7:00 am – 1:00 pm

### 2. RESERVE YOUR HOTEL

The Hilton Austin (500 East 4th Street, Austin, Texas 78701) will serve as the AUSTIN 2009 Headquarters Hotel.

The conference organizers have negotiated the special discounted conference rates listed below. These rates are available until **July 10 OR until our room block has been met**, whichever comes first. After this date – or the date the room block has been met – we can no longer guarantee rates and availability. We advise you to make your room reservations as soon as possible to ensure availability and the discounted rate.

Please call the hotel directly at 512-482-8000 when making your reservation, and be sure to indicate that you are with SAA/CoSA. You may also make your reservation online by visiting <http://www.archivists.org> and clicking on the conference graphic.

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Rates published are for single or double occupancy. An extra-person charge of \$20 (each person) will apply for three or more guests sharing the same guest room. Rates do not include applicable taxes (currently 15.00% per room per night). Payment for room and tax and all incidental charges is due in full upon checkout. The hotel accepts American Express, Diners Club, Discover Card, JCB International, MasterCard, or Visa. Cancellations must be made 72 hours in advance of scheduled arrival to avoid cancellation penalties.

#### Room rates:

One King Bed .....\$153/night  
Two Queen Beds .....\$153/night  
Two Queen Beds/Executive Floor .....\$188/night

All room rates include free wireless Internet access throughout the hotel.

The Hilton Austin is in compliance with the Americans with Disabilities Act.

## 3. GET TO AUSTIN

#### By Air

The official airline carrier selected to assist travelers to AUSTIN 2009 is American Airlines. To receive the special 5% discount for travel, provide the reference number below and travel between August 7 and August 19, 2009.

#### American Airlines

<http://www.aa.com>  
800-433-1790  
Reference: A9389AE

*Alternative schedules and lower fares may be found with other airline carriers, such as:*

#### Air Canada

<http://www.aircanada.com>  
888-247-2262

#### Continental

<http://www.continental.com>  
800-523-FARE (800-523-3273)

#### Delta

<http://www.delta.com>  
800-221-1212

#### Frontier

<http://www.frontierairlines.com>  
800-432-1359

#### JetBlue Airways

<http://www.jetblue.com>  
1-800-JETBLUE (538-2583)

#### Southwest

<http://www.southwest.com>  
1-800-I-FLY-SWA (1-800-435-9792)

#### United

<http://www.united.com>  
1-800-United-1 (1-800-864-8331)

#### US Airways

<http://www.usairways.com>  
800-428-4322

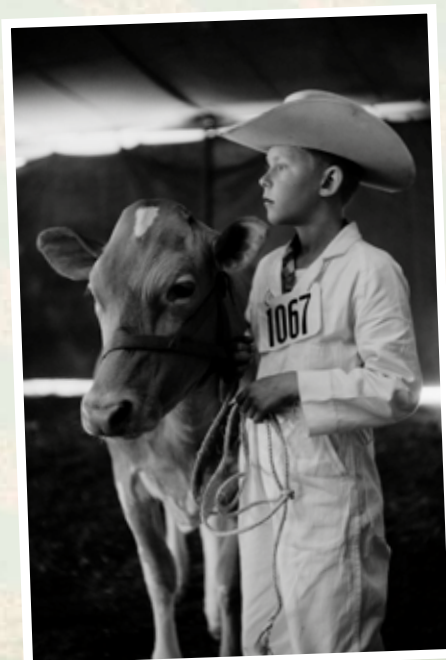
*You may also contact SAA's official travel agent for assistance in arranging your air travel:*

#### Phil Marks

**Travel Too**  
800-235-1309 (San Francisco)  
[phil@traveltoo.com](mailto:phil@traveltoo.com)

#### Ground Transportation

Austin-Bergstrom International Airport (AUS, <http://www.ci.austin.tx.us/austinairport/>) is located about 8 miles southeast of the Hilton Austin on Texas Highway 71. The hotel does not offer an airport shuttle service but is readily accessible by limousine, taxi, shuttle, automobile, or Capital Metro bus. All of the ground transportation is available via the lower Baggage Claim level ([http://www.ci.austin.tx.us/austinairport/bag\\_claim\\_map.htm](http://www.ci.austin.tx.us/austinairport/bag_claim_map.htm)) of the airport. The airport website also provides a list of vehicles for hire (taxis, limos, and shuttles), rental car companies, and bus schedules (<http://www.ci.austin.tx.us/austinairport/transportation.htm>) for ground transportation.



#### By Bus or Train

Capital Metro provides public transit in Austin. To catch a 20-minute bus ride from the airport, go to the Baggage Claim level, catch the 100-Airport Flyer (schedule: <http://www.capmetro.org/riding/schedules.asp?f1=100>), get off at 6th and Neches, and walk one block south on Neches to 5th Street. The Amtrak station is about 1.3 miles from the hotel – about a 12-block walk or a 15-minute bus ride on the 6th Street 'Dillo to 5th and Neches.

#### By Taxi

Getting to the Hilton Austin by taxi will cost about \$25; a shuttle will cost about \$13. The airport is not far from downtown; expect a 15-minute trip. Limo and rental car fees vary. Contact the individual company or the hotel for details.

#### By Car

If you are driving from the airport, take Highway 71 west approximately 5.5 miles to I-35. Merge onto I-35 north and take exit 234C. Turn left at 6th Street, the first light and a one-way street going west. Turn left on Neches Street. The Hilton Austin is on the corner of 5th and Neches. Self-park at the Hilton Austin is \$16 a day; valet is \$25 a day. Other parking is also readily available and reasonably priced in downtown Austin – just follow the public parking signage. To find average meter and lot rates or to see a map of available parking options, visit <http://www.downtownaustin.com/transportation/parking/>.

#### Getting Around Austin

If you're not driving, there are plenty of other ways to get around Austin. Use the Capital Metro Trip Planner (<http://www.capmetro.org/>) to navigate the town public transit. Flag a green 'Dillo – short for armadillo - trolley to tour downtown (\$.50 for two hours, bus passes accepted) or take a ride through the Warehouse District in a licensed pedicab (<http://www.capitalpedicab.com/>). The City of Austin is also walkable and hosts miles of hiking and biking trails, including 12 preserves and 26 greenbelts. Visit <http://www.ci.austin.tx.us/parks/parks.htm> for more information.

**Contestant with his cow at Austin Fat Stock Show, Austin, 1956.** (Russell Lee Photograph Collection, Dolph Briscoe Center for American History, University of Texas at Austin)