



2019 Spring Cohort – Boston Logistics Overview: Kickoff Workshop

Workshop START: March 31st at 7:00 pm
Workshop END: April 3rd at 1:30 pm

Note that this workshop is very time intensive. Please block off these days for course work and do not plan other activities.

VENUE AND ACCOMMODATIONS

Aloft Boston Seaport District
401-403 D Street
Boston, MA 02210
Phone: (617) 530-1600

Please note: We have reserved a room block at the host hotel for I-Corps participants at the reduced rate of \$249 night + tax for a single or double occupancy room. This room rate includes free in-room Wi-Fi. Please note that the faculty will be holding office hours at this hotel until 10:30 pm on the first full day of the cohort meeting and 10:00 pm on the second day. Therefore, it is strongly advised that you stay in the host hotel. **You must make your hotel reservations for the kickoff workshop no later than Monday, March 18, 2019. If you do not book in our conference block using the link or instructions below, you will not receive our discounted rate or complimentary Wi-Fi access in your sleeping room.**

[Please click here to make your room reservations](#) or call the hotel for reservations at **(888) 625-4988** and reference “NSF I-Corps”. All team members *must* arrive to the hotel on Sunday, March 31st and participate in the welcome reception starting promptly at 7:00 pm and may depart the hotel after the workshop concludes at 1:30 pm on Wednesday, April 3rd.

If any team members intend to share a sleeping room, please send an email to our conference email account, I-Corps@iqsolutions.com, with your hotel confirmation number and the name of both guests.

You are responsible for:

- Reserving your sleeping room(s) and covering the cost of all travel.
- Making any changes/cancellations to your booking directly with the hotel by 72 hours prior to check-in to avoid cancellation fees. Checking out earlier than your confirmed check-out date will result in an early departure fee.
- [Registering for the workshop online](#) no later than Wednesday, March 6th and paying the \$1500/person registration fee to the NSF logistics contractor. The registration fee must be paid for each team member by the start of the kickoff workshop. Payment can be made online via credit card or by check. Detailed payment information is available on the [logistics website](#).

TRAVEL

You are responsible for arranging your travel to attend the meeting. The closest airport to this event is **Boston Logan International Airport (BOS)** (3 miles).

PARKING

It is highly recommended that each team rent a car to utilize for customer discovery during the event. Offsite parking is available for \$12 hourly and \$28 daily.

DRESS CODE

Dress code is business casual.

QUESTIONS? Please contact: I-Corps@iqsolutions.com