



CORPSTM
NSF Innovation Corps

2019 Summer Cohort – New York, NY Logistics Overview: Kickoff Workshop

Workshop START: July 9th at 7:00 pm

Workshop END: July 12th 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

InterContinental New York Times Square
300 West 44th Street
New York, NY 10036
Phone: (212) 803-4500

Please note: We have reserved a room block at the host hotel for I-Corps participants at the reduced rate of \$289 night + tax for a single or double occupancy room. This room rate includes complimentary breakfast and free in-room Wi-Fi. Please note that the faculty will be holding office hours at this hotel. **You must make your hotel reservations for the kickoff workshop no later than Monday, June 17, 2019.**

[Please click here to make your room reservations](#) or call the hotel for reservations at (866) 875-1978 and reference “NSF I-Corps”. All team members must arrive to the hotel on Tuesday, July 9th to 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 Friday, July 12th. 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 48 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 Friday, June 7th and paying the \$1500/person registration fee to the NSF logistics contractor (IQ Solutions, Inc). 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. There are three airports within 1 hour of this event:

- **LaGuardia International Airport** (10 miles).
- **John F. Kennedy International Airport** (17.5 miles)
- **Newark International Airport** (16.5 miles)

PARKING

The InterContinental New York Times Square provides Self-parking at \$42 daily. It is highly recommended that each team take advantage of public transportation for customer discovery, to avoid traffic delays. The nearest subway station is on 42nd street. Check the MTA website for Bus and train schedules: <https://new.mta.info/>

DRESS CODE

Dress code is business casual.

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