

NOTICE TO ALL CONFERENCE DELEGATES

Enclosed please find your conference registration confirmation for the 31st USAEE/IAEE North American Conference, November 4 - 7, 2012, in Austin, TX. Please make note of the following information and act promptly.

HOTEL RESERVATIONS

The Sheraton Hotel has advised that it no longer has available rooms at our group rate given we have sold out of our sleeping room block. This is good news as it assures us that we will have a very strong conference. We are recommending a number of hotels near the Sheraton hotel where you may find sleeping accommodations. Please contact the USAEE Conference Secretariat at usace@usace.org to obtain a list of suitable hotels that you may contact to make your hotel accommodations.

TRAVEL DOCUMENTS – LETTER OF INVITATION

All international delegates to the 31st USAEE/IAEE North American Conference are urged to contact their respective consulate, embassy or travel agent regarding the necessity of obtaining a visa for entry into the U.S. If you need a **Letter of Invitation** to attend the conference, use USAEE's [online request form](#). Please include your full name, date of birth, passport number and email address. An electronic letter will be forwarded to your attention. The Conference strongly suggests that you allow plenty of time for processing these documents. Please note that Letters of Invitation are only mailed to persons who have registered and paid in full for their conference fees.

GROUND TRANSPORTATION

Taxis and Shuttles are available between the airport and the Sheraton Austin Hotel. Options include Yellow Cab, Super Shuttle and Austin Cab. Details can be found [here](#). For travel around town, taxis are readily available at the front of the hotel.

CLIMATE

November weather in Austin, TX is pleasant, making it a good month to visit throughout the year. Expect temperatures to range from a low of 50° to a high of 72° Fahrenheit with an occasional rain or shower. Dress comfortably to travel and relax.

WHAT TO WEAR

This year's conference attire is business casual. This includes slacks, polo-type shirts, blazers, or sweaters for gentlemen; slacks, skirts, polo-type shirts or blouses, blazers or sweaters, and comfortable shoes for ladies. Suits, ties, nine-to-five dresses and high heels are strongly discouraged.

NEWCOMERS' NETWORKING DINNERS

NEW (or OLD) TO USAEE? DON'T EAT ALONE! Join us Sunday afternoon for one of the best social events in the history of the North American conference. We will travel by bus to Lake Travis to view the sunset at 5:42 p.m. from the balcony of the Oasis restaurant. Enjoy the Opening Reception with cocktails and finger foods while watching the sunset across beautiful Lake Travis. After sunset, our energy themed Networking Dinner will offer a traditional Texas-style barbeque buffet.

Reception and dinner are complimentary to all registered delegates. Please indicate interest on your conference registration form.

QUESTIONS

Please contact:

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