

HOTEL AND TRAVEL INFORMATION

Westin Reston Heights

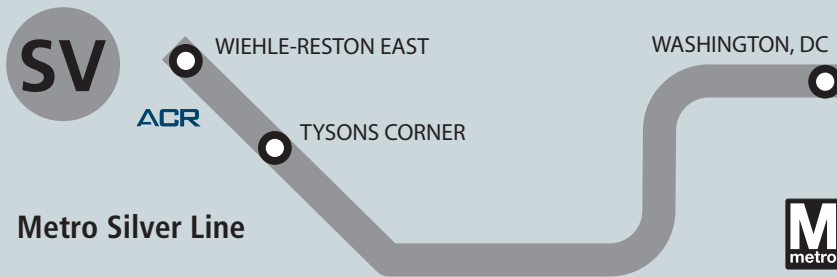
11750 Sunrise Valley Drive
Reston, VA 20191
703-391-9000 | 1-800-937-8461
westin.com/restonheights

Group rate: \$142 single/double plus taxes (includes internet)
Reservation deadline: Seven days prior to each course
Phone reservations: Call 1-800-937-8461 and ask for the **ACR** rate
Deposit: First room night deposit or guarantee with a major credit card or check
Cancellation: Please notify the hotel at least 24 hours before arrival



- Rooms are available at the rates listed on a first-come, first-served basis
- Reservations made after the reservation deadline for each course will be accepted on a space-available basis and may not be at the ACR group rate
- If you have trouble receiving the ACR Education Center rate, please email Maureen Cirrito at mcirrito@acr.org

Free daily shuttle bus service will be provided between the Westin Reston Heights and the ACR Education Center for all registrants. Breakfast and lunch will be provided each day.



Metro Silver Line

The new Silver Line Metro Station at Wiehle-Reston East is just a few minutes from the ACR Education Center and connects Reston to Tysons Corner, Washington, DC, and the greater DC metro area. A trip to the Smithsonian takes a little more than a half hour.



Airline Reservations

If you want help booking your flight, please contact Frosch Travel from 9:00 a.m. – 6:00 p.m. ET at acrsurveyors@frosch.com or call 1-800-365-6558.

A travel agency fee will apply to all reservations.

Ground Transportation Information

The Westin Reston Heights is located just 10 minutes from Dulles International Airport (IAD) and Ronald Reagan National Airport (DCA) is approximately 40 minutes from the hotel.

Cancellation Policy

Full refunds, less a \$250 administrative fee, will be granted in response to written cancellation notifications received no later than 14 days prior to the start of the course. Notification of cancellation less than 14 days will be granted with a \$500 administrative fee. No refund of any amount will be made for "no-shows" or cancellations made less than 48 hours prior to the course.

Transfer Policy

Transfers are permitted within Education Center meetings. Transfers made less than 2 weeks prior to the course will be assessed a \$250 administrative fee. All requests for transfer must be submitted in writing. Only one transfer will be permitted per registration, additional transfers will be charged a fee of \$250.