



1385 PICCARD DRIVE • ROCKVILLE, MD 20850-4340
(301) 869-5800 • FAX: (301) 990-9690 • WWW.MCAA.ORG



What you need to know

Hotel Address and Phone Number

San Francisco Marriott Marquis Hotel

55 Fourth Street

San Francisco, CA 94103

Phone: 415-896-1600

Fax: 415-486-8101

<http://www.marriott.com/hotels/travel/sfodt-san-francisco-marriott-marquis>

Messages, Cellular Access, and Data Connections

The San Francisco Marriott Marquis provides in-room voicemail systems. AT&T repeaters are placed throughout the property. High speed Internet access is available in each guest room for a charge of 12.95 per day.

Hotel Check-In Time

The check-in time at the Marriott Marquis is 4:00 p.m.; check-out time is noon.

Smoking Policy

California state law prohibits smoking in any indoor space.

Weather & Attire

The average temperature the last week of March in San Francisco is a high of 65° and a low of 45°. Although MCAA does not have an official dress code, a general guide is business casual attire for daytime events. Meeting rooms are generally cool, a jacket or sweater will add to your comfort. You may also want to check with the hosts of your personal social events for their recommended attire. Business casual attire is suggested for the Sunday evening opening party, *The Streets of San Francisco*. Wednesday evening's dinner and concert, *Golden Lights Gala*, is dressy—festive, elegant attire is suggested for women and jackets for men.

Transportation

Taxis are readily available from San Francisco International Airport. Fares are approximately \$45 plus tip, non rush hour.

Cars are not needed in San Francisco and parking at the hotel is expensive \$55 plus tax. If you need a car for outings, Hertz has a rental office on property. Cars are limited, so we would recommend making a reservation in advance. The Hertz toll free number is 800-654-3131.

MCAA Registration & Information Center

Second Floor Atrium, San Francisco Marriott Marquis

Saturday, March 27, 1:00 p.m. – 6:00 p.m.

Sunday, March 28, 7:00 a.m. – 6:00 p.m.

Beginning Monday, the MCAA Registration & Information Center will relocate to the North Registration Desk opposite the Yerba Buena Ballroom.

Monday, March 29, 7:00 a.m. – 5:00 p.m.

Tuesday, March 30, 7:00 a.m. – 5:00 p.m.

Wednesday, March 31, 7:00 a.m. – 5:00 p.m.

Thursday, April 1, 7:00 a.m. – 11:00 a.m.



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Student & Faculty Registration

Registration materials for MCAA's student and faculty guests will also be at the **Registration & Information Center**. Please stop by during the posted hours for those materials.

Ticket Desk

Atrium, Second Floor, San Francisco Marriott Marquis
Saturday, March 27 1:00 p.m. – 6:00 p.m.
Sunday, March 28 7:00 a.m. – 6:00 p.m.

North Registration Desk opposite the Yerba Buena Ballroom
Monday, March 27 to Wednesday, March 31
7:00 a.m. – 5:00 p.m.

Please bring your personalized Wednesday Golden Lights Gala ticket to "Ticket Desk" located in MCAA's Registration and Information Center to confirm your attendance and receive your table assignment. To assist us with our planning, please pick up your seat assignment by 12:00 p.m. on Monday, March 29.

Tickets for the wine classes are also available at the Ticket Desk.

Concierge and Tour Desk

Atrium, Second Floor, San Francisco Marriott Marquis
Saturday, March 27 1:00 p.m. – 6:00 p.m.

For information about the optional tours events or to plan your free time, representative will be available in the Atrium on Saturday from 1:00 p.m. to 6:00 p.m. Concierge service will be available in the Spouse Hospitality Lounge on Monday and Tuesday from 10:00 a.m. to 4:00 p.m.

Sports Desk

Atrium, Second Floor, San Francisco Marriott Marquis
Saturday, March 27 1:00 p.m. – 6:00 p.m.

On-site registration for MCAA's sponsored recreational activities (*Annual Golf Tournament, Annual Tennis Tournament, and Fun Run/Walk*) will be available on Saturday. Your golf pairings and course assignment will also be posted.

Spouse Hospitality Lounge

Foothills D, Second Floor, San Francisco Marriott Marquis
Monday, March 29 10:00 a.m. – 4:00 p.m.
Tuesday, March 30, 10:00 a.m. – 4:00 p.m.
Wednesday, March 31, 10:00 a.m. – 4:00 p.m.

Spouses and guests are invited to stop by for a soda or hot beverage compliments of Apollo Valves. A concierge will be available on Monday and Tuesday to assist you in planning your free time. MCAA thanks **Apollo Valves** for sponsoring the Spouse Hospitality Lounge.

MCAA Resource Center & CyberCafé

Club Room, Second Floor, San Francisco Marriott Marquis



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Stop by to explore a full range of MCAA resources for construction, service, and plumbing contractors. Save 20 percent when you place your Resource Catalog order onsite. The Resource Center is also where you can find the latest MCAA apparel.

Visit the Cyber Café in the Club Room on the second floor to check your e-mail and explore MCAA's many online resources. MCAA thanks **QuickPen International** for sponsoring the CyberCafé.

Continuing Education Units

Because state regulations differ on applying continuing education unit (CEU) designation for convention sessions, please speak with your local association executive about the criteria in your jurisdiction. MCAA will provide certificates of attendance for designated convention education sessions. Each session has a value of one and one-half credit. You will receive a CEU form in your registration packet. As you attend the sessions, complete the information requested on the CEU form. At the conclusion of the convention, you may return the CEU form to the Registration & Information Center. MCAA will send you a certificate within a few weeks.

Convention Identification

Your laminated badge provides entry to MCAA events, so please be sure to wear it while attending educational sessions and social events. Your badge also helps fellow attendees learn and remember your name and more importantly, it will help you learn and remember their names. Our Student Chapter delegates can be identified by their bright orange badges.

Convention Materials

Your registration materials include your laminated badge, *Final Program*, *Program-at-a-Glance*, *Manufacturer Supplier Council Exhibit Guide* and information about seating for the final party—*Golden Lights Gala* along with other information to help you make the most of your MCAA experience. Your materials will be available beginning at 1:00 p.m. on Saturday, March 27, in the Atrium on the second floor.

MCAA gratefully acknowledges the following companies for their generous sponsorship of convention materials:

Bradford White Corporation for the San Francisco Streetwise City Guide

CNA for the Final Program

ERICO, Inc. for the tote bags

Grinnell Mechanical Products by Tyco for the Beverage Container

Jay R. Smith Mfg. Co. for the badges and lanyards

Parker Legris Transair for the *Program-at-a-Glance* and

Weldbend Corporation for the USB Port and Clock.

Workshop Handout Materials

Individual workshop handout materials sponsored by **EVAPCO** will be available at the start of each session. The handouts contain material submitted by the presenters for their educational sessions. Some presenters may have supplemental materials that are distributed only during the workshops.



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Workshop Evaluation & Critique Sheets

Workshop evaluation and speaker critique sheets will appear at the beginning of each handout. We strongly encourage you to complete the workshop evaluation form for each session you attend. MCAA's Education Committee uses this information to determine which speakers and topics to use in the future. You may leave your completed forms on the table at the entrance to the room, hand them in at the Registration & Information Center, or you may fax your forms to MCAA at 301-869-3520.