

**The information provided here was sent to registered attendees on 24 Jun 09 via email. All referenced attachments, except the attendee list, is available on the Scott AFA website.**

AMC Industry Days Attendees,

Thank you for your registration to AMC Industry Days 2009 (ID09)! Purpose of this email is to provide you additional information prior to your arrival at Scott AFB. ID09 will be held 30 Jun-1 Jul 09 in the Global Reach Planning Center (GRPC) at Scott AFB IL. Please visit our website ([www.scottafa.org](http://www.scottafa.org)) for the latest information.

#### ID09 Objective

- Purpose of ID09 is to relay AMC's capability gaps to industry and research labs, with the goal of aligning your research strategies to areas in which AMC needs assistance in finding applicable, affordable technologies to meet our gaps.
- For more information, please read the attached Expectation Management memo.
- The latest agenda is also attached for your information.

#### Registration

- If you are unable to attend, please provide us notification right away (no later than 26 Jun 09) to allow time for cancelling associated costs of food and supplies. If you are registered, do not show, and we are unable to recoup the cost from unregistered attendees that show, we may request you pay the conference fee to cover associated costs.
- Attached is the latest registration list. The final list will be posted on the Scott AFA website ([www.scottafa.org](http://www.scottafa.org)) after Industry Days.

#### Area Hotels

- Attached is a list of area hotels recommended by the Scott Inn reservation desk.
- Rooms have not been held at any location.
- Referencing the directions below, please note most hotels are located at exits 14 or 16 of I-64. Scott AFB is off exit 19A (east of the hotel exits).

#### Directions

- The closest airport is St Louis Lambert International (STL), which is about 45 minutes away.
- The attached PowerPoint provides directions from the airport to Scott AFB.
- If you have questions on the morning of your drive to base, please call the GRPC (618-256-4543) and ask for an Industry Days staff member.

#### Access to Scott AFB

- If you have a valid military (retired, active duty, Guard, or Reserve) or DoD civilian CAC, please let us know, as you won't be required to stop at the Visitor's Center for a base pass (and thus it will save you time and us time and resources for getting a pass approved

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for you). If we do not get a response from you, a pass will be available at the Visitor's Center.

- For those who do not have a valid CAC, you will be required to stop at the Visitor's Center for a pass. Please have your driver's license available to receive this pass.
- Please allow yourself plenty of time to get through the gate. Base passes will be available beginning at 6:30 am. Note the GRPC won't be open and the shuttles won't be available until 7:00 am on both days.

#### Parking on Scott AFB

- If you require a handicap parking spot, please let us know no later than 26 Jun 09. Requests after this date cannot be guaranteed due to parking limitations. Other parking spots will not be reserved.
- Unless you require a handicap spot, everyone must park at Scott Club due to construction and limited parking on base.
- A bus and van will transport attendees between the Club and GRPC; look for the Industry Days sign near the entrance to the Club. Bus and van loading/unloading will be at the Club entrance facing the Shiloh Gate (for those familiar with Scott Club, it's the officer's side).
- In the morning, the bus and van will continue making round trips between the Club and GRPC from 7:00 am to 8:00 am both days to shuttle attendees to the GRPC.
- If you arrive at the Club after 8:00 am, please call the GRPC (618-256-4543) and ask for an Industry Days staff member. We will ensure you are picked up by the van.
- If you need access to your vehicle while at the GRPC, an Industry Days staff member will be available to take you in the van.

#### Check-in

- Check-in will begin at 7:00 am at the GRPC.
- Everyone is required to check-in prior to entering the conference room.
- Please ensure you have \$55 in cash or check (payable to Scott AFA) upon check-in. All attendees will be required to pay the \$55 registration fee, whether all or only some of the events are attended.
- The conference fee covers the cost of continental breakfast (both days), refreshments (both days; light snacks, coffee, soda, water, assorted juices), lunch (30 Jun), no-host social (30 Jun), and a welcome packet for all attendees (provided at check-in).

#### Lunch

- A group lunch, with AMC and USTRANSCOM attendees, will be held at the Scott Club on 30 Jun. The menu consists of grilled chicken sandwich, fries, water, tea, and coffee. If

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you require a special dietary meal, please let us know no later than 26 Jun 09 so we may accommodate your needs.

- No group lunch is scheduled on 1 Jul and will not be available at the GRPC. Buses will shuttle attendees to the Club to allow access to your car, then bus you back to the GRPC at the end of the lunch period. A list of several local restaurants is attached for your reference.

If you have questions prior to the conference, please feel free to contact one of our team members:

[AMCIndustryDays.org@scott.af.mil](mailto:AMCIndustryDays.org@scott.af.mil)

Michelle Huffman, 618-229-3895

Maj Evangelina Duman, 618-229-4265

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We look forward to seeing you on 30 Jun and 1 Jul!

v/r,

AMC Industry Days Team