

**ICSC Leasing for Non-Leasing Professionals Seminar
General Information
April 27-28, 2010**

LOCATION INFORMATION:

The ICSC address is as follows:

International Council of Shopping Centers

McGraw Hill Building, 1221 Avenue of the Americas, 41st floor
(Between 48th & 49th Street, off of 6th Avenue)

New York, NY 10020-1099

Phone: +1 646 728 3800

Fax: +1 732 694 1800

LOCATION SECURITY:

Each day that you are in the ICSC Headquarters building, you need to show a government-issued photo ID in order to obtain a temporary building pass that allows you to use the elevator. Should you at any time need to leave the building and come back, please ask the ICSC 41st floor receptionist to return the temporary building pass you surrendered when you arrived on the floor. This will need to be done each day while attending a seminar. Please give yourself appropriate time each morning to obtain this building pass.

CLASSROOM & REGISTRATION:

ICSC Lifelong Learning Center – 41st Floor

SEMINAR HOURS:

Tuesday, April 27

Registration & Continental Breakfast	8:00 – 9:00 am
Class Session	9:00 am – 12:30 pm
Mid-Morning Break	11:00 – 11:15 am
Lunch	12:30 – 1:15 pm
Class Session	1:15 – 5:15 pm
Mid-Afternoon Break	3:30 – 3:45 pm

Wednesday, April 28

Continental Breakfast	8:00 – 8:30 am
Class Session	8:30 am – 12:00 noon
Mid-Morning Break	9:30 – 9:45 pm

WELCOME RECEPTION:

There will be a Welcome Reception on **Tuesday, April 27** at **Forty Eight Lounge**, located in ICSC's office building, from **5:15 – 6:15 pm**. Food and Beer/Wine will be provided. Each participant will receive two drink tickets behind their badge and after that, beverages are the responsibility of the attendee.

ICSC Leasing for Non-Leasing Professionals Seminar
General Information
April 27-28, 2010

FACULTY MEMBERS:

The faculty members are fellow professionals with extensive experience in the industry. They are volunteering their time and effort to share their knowledge with you.

EVALUATIONS:

There is an evaluation form for each section of the class in your folder. It is very important that you take the time to complete the evaluation form. The forms will be collected at the conclusion of each presentation, and there is an overall evaluation found in your folder that will be collected at the conclusion of the seminar.

TRANSPORTATION SUGGESTIONS:

LaGuardia Airport (LGA)

There is no set fare for trips to and from LaGuardia International Airport. The regular metered rate of fare, as is displayed below, applies in all cases.

Metered Rate of Fare

\$2.50 upon entry

\$.40 for each additional unit

\$.40 per 60 seconds of waiting time

\$.50 night surcharge after 8:00 pm and prior to 6:00 am

\$1.00 Peak Hour Surcharge in effect 4 pm to 8 pm, Monday-Friday

John F. Kennedy International Airport (JFK)

For trips between (to and from) Manhattan and JFK International Airport, the flat fare is \$45.00 plus any tolls using Rate Code 2 on the meter. Surcharges will not be added. If passengers request multiple stops, the flat rate of \$45.00 will be collected at the first stop in either Manhattan or JFK International Airport, and the meter will be activated at Rate Code 1 (standard city rate) for the remainder of the trip. The metered fare should be collected at the last stop, from the last passenger. All trips between JFK International Airport and New York City destinations other than Manhattan will use that standard metered rate.

Take the quick and easy AirTrain. Consult the New York City Subway Map to determine the best connections to take to get to your destination. \$2.25 subway fare (available 24 hours). If you return to JFK via subway, make sure to take the A train marked Far Rockaway or Rockaway Park, NOT Lefferts Blvd.

ICSC Leasing for Non-Leasing Professionals Seminar
General Information
April 27-28, 2010

Newark Airport (EWR)

The set fare from New York City to Newark International Airport is the regular metered rate of fare, plus a \$15.00 surcharge, plus all tolls going to and returning from the airport.

The Air Train offers connecting service to NJ Transit and Amtrak trains which will bring you into Manhattan. Surprisingly, this can actually be much quicker than taking a cab or bus, and it is much more affordable. \$11.55 one way will bring you from Newark Airport to Penn Station. AirTrain connects the NJ Transit "Newark Airport Station" to the airport terminals. Consult the [schedule](#) to determine the schedule of connecting trains. Service is available from 5:00 am until 2:00 am.

New York Airport Service Express Bus:

Available from 6:30 am - 11:10 pm, these shuttles leave every 15-30 minutes. One-way fare is \$10.00 (\$12 if you want to be dropped off at your midtown hotel), but you can save by buying roundtrip tickets online; as they are \$16 (you can also buy discounted one way tickets online). One free child under 12 is included in the fare. You can choose to disembark at Grand Central, Port Authority or Penn Station, in addition to hotels between 31st Street and 60th Street. The ride takes about 45 minutes. Return schedules and more information are available on their website www.GoAirlinkNYC.com.

Super Shuttle:

Available 24 hours a day, this shuttle provides door to door service for your party. Fares are \$15.00 - \$19.00, depending on destination. No reservations are required to get from the airport to your destination, but they are required for your return trip to the airport. Consult their website www.supershuttle.com or call +1 800 258 3826 for more information.

SECURITY NOTE:

Please take your belongings (workbook, textbook, course materials and personal belongings) with you at the conclusion of each class. ICSC is not responsible for lost items at all times.

ICSC PUBLICATIONS:

ICSC publications purchased at the *Leasing for Non-Leasing Professionals Seminar* are entitled to free shipping. Purchases may be made by major credit card.

ICSC Leasing for Non-Leasing Professionals Seminar
General Information
April 27-28, 2010

DRESS CODE:

Business casual

ICSC STAFF:

Should you have any questions or concerns during the program, please see:

Madison Gross, ICSC Senior Manager of Education

Meaghan Donovan, ICSC Meeting Planner

COSTS:

The following items are included in your Registration Fee:

Admission to Seminar/Class, Name Badge, Tent Card, Workbook Materials, access to all PowerPoint presentations, the ICSC textbook "*Leasing for Non-Leasing Professionals*", Two Continental Breakfasts, Lunch and Refreshment Breaks.

CERTIFICATES OF PARTICIPATION:

A Certificate of Participation will be awarded to all that attend this course in its entirety. Sign-In sheets will be passed around at each class to verify attendance. You are required to sign in each day in order to receive your certificate of participation.

CONTINUING EDUCATION CREDITS:

SCSM/SCMD/SCLS/SCDP: 1.5 credits