

Location: Boston, MA

Our meeting venue and lodging will be at the **Hyatt Regency Cambridge**.

Hotel address: 575 Memorial Drive, Cambridge, MA 02139 Phone number: (617) 492-1234
cambridge.regency.hyatt.com

Leadership Circle Profile Certification: April 3 - 5, 2018

Collective Leadership Certification: April 6, 2018

We will be meeting in the **Empress Ballroom** (14th Floor). Breakfast will be available at 7:45 am.

Day 1 (Tuesday)	Breakfast: 7:45 am	Meeting: 8:30 am – 5:30 pm	Dinner on your own
Day 2 (Wednesday)	Breakfast: 7:45 am	Meeting: 8:30 am – 5:30 pm	Group Dinner
Day 3 (Thursday)	Breakfast: 7:45 am	Meeting: 8:30 am – 4:00 pm	End Session
Day 4 (Friday)	Breakfast: 7:45 am	Meeting: 8:30 am – 4:30 pm	End Session

Lodging

For room reservations, we have secured a discounted rate of **139+ tax**. If you would like to reserve a room at the Leadership Circle rate, please email me and include your name and check in, check out dates by **March 3rd** to ensure availability and receive the discounted rate.

Transportation

- Suggested airport is Boston Logan Airport (BOS), which is about 4 miles from the hotel.
- If not renting a car, the Hyatt recommends taking a Taxi or Uber from the airport.
- For those lodging at the hotel, self-parking in the covered parking garage is \$38; Valet is \$45.
- For those parking at the hotel just for the certification each day, a discounted parking rate of \$12 is offered.
- The Hyatt Regency Cambridge has a complimentary, on-demand shuttle that runs to Harvard Square, Cambridge Side Galleria, Kendall Square and Boston University.

Meals

Continental breakfast, lunch and snacks will be provided. On Wednesday, we will have a group dinner for those who would like to attend. **If you have any allergies or dietary restrictions, please let Nicole Oxborrow know so appropriate arrangements can be made.** See contact information below.

Dress

The official dress code? Business Casual and Comfortable!

Questions?

We look forward to seeing you in Boston! In the meantime, if you have logistical questions, please contact Nicole Oxborrow at (385)321-2233 or email: nicole@theleadershipcircle.com. For all other questions, please contact Elizabeth Bland at elizabeth@theleadershipcircle.com.



