

**MEETING REMINDERS CHECKLIST
LEADERSHIP DAY 2007**

1. The meeting will be held at the Wyndham Washington, D.C. Hotel **soon to be Westin Washington, DC City Center**, 1400 M Street (M & 14th Streets).
2. The advocacy and media training pre-course will be held again this year on the morning of May 15 and will begin at 8:45 am.
3. The plenary session will begin at 12:45 PM (Box lunches are available at 12:15 PM).
4. The Wednesday morning session will **not** be held at the hotel but on Capitol Hill in the Rayburn House Office Building (B- 338, B-339 and B-340 on the banquet level) on the House side of the Capitol building.
5. To bring with you:
 - a. Disposable or non-disposable digital camera. Members of Congress welcome photo ops as a general rule. If you bring a non-digital camera, consider having a CD made so that you can have them posted on the chapter web site and make them available to the media.
 - b. Raincoat and umbrella if the forecast includes rain.
 - c. Comfortable shoes.