TO: Technical Committee on Gas Process Safety
FROM: Denise Beach, Staff Liaison
DATE: December 16, 2014
SUBJECT: NFPA 56 First Draft Meeting (A2016)

Meeting Dates: May 12 – 13, 2015
Meeting Location: American Gas Association
400 North Capitol Street, NW # 450
Washington, DC 20001 (202) 824-7000
Meeting Times: 8:00 AM to 5:00 PM

Accommodation and Travel Information:
Attached is a list of hotels that have negotiated room rates with AGA. NFPA will not be establishing a room block in Washington, DC for this meeting. Therefore, it is up to each attendee to make their own rooming arrangements.

NFPA’s official travel agency, Colpitts World Travel, can assist you with your travel arrangements and is able to offer discounted fares with American, Delta and United Air Lines as well as Avis Car Rental. Colpitts can be reached at 617-984-7313 or 800-795-9500.

Additional Meeting Information:
The agenda and any other meeting materials will be mailed to you at a later date. If you have any questions, please feel free to contact Kim Shea Project Administrator at 617-984-7953 or kshea@nfpa.org.

Please remember that attendance at Committee Meetings is required in accordance with the Regulations Governing Committee Projects.

All NFPA Technical Committee meetings are open to the public. Please contact the staff liaison for information on attending the meeting as a guest. Read NFPA’s Regulations Governing Committee Projects (Section 3.3.3.3) for further information
2015 HOTEL RATES FOR AGA

Area Hotels

Following are three hotels within a one-block radius of the AGA offices that have offered discounted rates to AGA associates. Please advise your attendees to request the AGA rate when reserving their rooms. Rates indicated are the negotiated volume rate and will be in effect January 1 through December 31, 2015. D.C. State & Local taxes currently are 14.5%.

VERY IMPORTANT!!!

Hotel availability in the Capitol Hill area is very tight for the evenings of Monday and Tuesday because most Congressional visits are on Tuesday or Wednesday morning. March, April and May generally have limited availability because many associations hold legislative conferences during that time. September, October also are challenging due to city-wide meetings. **Before you establish your meeting dates, we recommend you check with meeting services to determine if there is availability in the city.**

### Hyatt Regency Capitol Hill
400 New Jersey Avenue, NW  
Washington, DC 20001  
(202) 737-1234 or (800) 233-1234

*See table below*

- Tax: 14.5%
- Rooms are subject to availability so please book early.

*Note: An early departure fee of one night’s room and tax may apply for changes made to departure date after check-in.*

You may book on-line at [American Gas Association reservations at Hyatt Regency Washington](#) with the AGA corporate rate number **CODE: CR #98924**

*Reservations must be cancelled 48 hours prior to arrival or a “no-show” charge of one night’s room and tax will apply.*

### Room Rates

The following applies to the above negotiated rates:

- Single/double occupancy
- Tax of 14.5% (tax is subject to change)
- Subject to availability
- Suites are not subject to the volume rate
- Includes in-room wireless internet and health club access
- Check-in is 3:00 p.m. – Check-out is Noon

<table>
<thead>
<tr>
<th>ROOM AVAILABILITY – STANDARD GUEST ROOM</th>
<th>YOUR RATE</th>
<th>TAX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 1-Feb 22, 2015</td>
<td>$237.00</td>
<td>14.5%</td>
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<tr>
<td>Jul 1 – Sep 1, 2015</td>
<td></td>
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<tr>
<td>Nov 20 – Dec 31, 2015</td>
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<tr>
<td>Feb 23- Jun 30, 2015</td>
<td>$309.00</td>
<td>14.5%</td>
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<tr>
<td>Sep 2- Nov 20, 2015</td>
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**NOTE:** Due to high demand at this property, these rates will not apply over the following dates in 2015:

- January 16-18
- February 9-10
- February 28 – March 5
- March 8-10
- April 19-22
- April 27
- May 3-5
- May 14-19
- September 28-29

Additionally, there also may be other dates when standard rooms are sold out. The discounted AGA rate is based on availability at the time of booking.
The Washington Court Hotel on Capitol Hill
525 New Jersey Avenue, N.W.
Washington, DC  20001
(202) 628-2100 or (800) 321-3010

Check-in:  4:00 p.m.
Check-out:  12:00 noon

When making reservations on line, you will need to enter AGA in the Corporate/Promotion Code field of the Select Dates window, enter your Arrival and Departure dates, and click the continue button to see AGA’s discounted rates.

Following is a direct link into the AGA promo on the website.


- Reservations must be guaranteed via credit card, direct bill, or one night’s deposit.
- If reservations are not cancelled 24 hours in advance, a “no-show” charge of one night’s room and tax will be charged.
- Guests have until check-in to verify their departure date.  An early check-out will result in an early departure fee of $75.00.
- All room rates are subject to availability.

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<thead>
<tr>
<th>Date</th>
<th>Room Rate</th>
<th>Tax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 1- Feb 21, 2015</td>
<td>$199*</td>
<td>14.5%</td>
</tr>
<tr>
<td>Jul 1 – Sep 7, 2015</td>
<td>$289*</td>
<td>14.5%</td>
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<tr>
<td>Nov 1 – Dec 31, 2015</td>
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<tr>
<td>Feb 22- Jun 30, 2015</td>
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</tr>
<tr>
<td>Sep 8 – Oct 31, 2015</td>
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- NOTE:  Due to high demand at this property, these rates will not apply over the following dates:
  - April 14, 2015
  - April 20, 2015
  - May 4-5, 2015
  - October 27, 2015

The Hotel George
15 E Street, NW
Washington, DC 20001
(202) 347-4200
(800) KIMPTON
Rate Code:  American Gas Association
Link for on-line reservations:


Check-in – 3:00 p.m.
Check-out – 12:00 p.m.
Late departures can be arranged based on availability and may be subject to a half day charge.
Complimentary in-room high-speed internet access
Complimentary wireless internet in the hotel lobby
Hosted evening wine reception
Complimentary 24-hour fitness center
Complimentary newspaper delivered daily

The George requires a 24-hour cancellation by 4:00 p.m. prior to the date of check-in to avoid a no-show charge of one night’s room and tax.

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<thead>
<tr>
<th>Date</th>
<th>Room Rate</th>
<th>Tax</th>
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</thead>
<tbody>
<tr>
<td>Jan 1 – Mar 1, 2015</td>
<td>$269*</td>
<td>14.5%</td>
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<tr>
<td>Jun 29 – Sep 7, 2015</td>
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<tr>
<td>Nov 16- Dec 31, 2015</td>
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<tr>
<td>Mar 2 – Jun 28, 2015</td>
<td>$339*</td>
<td>14.5%</td>
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<td>Sep 8 – Nov 15, 2015</td>
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*Above rates will not be available during the following specific dates:

- April 19-22, 2015
- May 15-19, 2015
- June 14-17, 2015
- Oct 23-26, 2015
- Nov 4-7, 2015

The Liaison Capitol Hill
415 New Jersey Avenue, N.W.
Washington, D.C. 20001
(866) 233-4642

The reservations department is open Sunday-Saturday, 24 hours a day. Reservations may be booked by calling 866/233-4642. Travelers should refer to the American Gas Association rate at the time of booking. To book online, log on to www.affinia.com and select The Liaison Capitol Hill. Enter AMGASS as the promo code. Or you may click on the following link, which will bring you directly to the reservations page:

Check-in: 3:00 p.m.
Check-out: 12:00 noon

To receive the AGA discounted rate, refer to the American Gas Association rate at the time of booking. Note that rates for The Liaison include high speed internet access.

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<th>TAX</th>
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</thead>
<tbody>
<tr>
<td>Jan 1- Feb 23, 2015</td>
<td>$219.00</td>
<td>14.5%</td>
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<tr>
<td>July 1- Sep 7, 2015</td>
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<tr>
<td>Nov 1-Dec 31, 2015</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb 24- Jun 30, 2015</td>
<td>$299.00</td>
<td>14.5%</td>
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<tr>
<td>Sep 8 – Oct 31, 2015</td>
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</tbody>
</table>

*Above rates will not be available during the following specific dates:

- May 17-20, 2015
- November 5-7, 2015
- November 16-20, 2015
United Airlines is pleased to offer discounts of 2% to 10% off published fares. Save an additional 3% off by booking your own reservations at www.united.com. Choose your flight times, and access your meeting discounts by inserting ZTMN452099 in the Offer Code box.

Or Call your travel professional or United Meetings at 800-426-1122 for reservations.
Refer to Z Code ZTMN and Agreement Code: 452099