

IFGE 10TH ANNUAL CONVENTION

"MINNESOTA PRIDE CELEBRATION '96"

MARCH 26 TO MARCH 31, 1996

FACT SHEET

CONVENTION HOTEL: Minneapolis Marriott City Center
30 South Seventh Street
Minneapolis, Minnesota 55402
Tel: 612-349-4000

Hotel Parking: A City operated, indoor parking garage is immediately adjacent to the hotel and is in indoor walking distance from the parking area to the hotel lobby. South Seventh Street is one-way heading west bound. The hotel is on the north (right hand side) of the street, between Nicollet and Hennepin Avenues. See enclosed map for details. The parking garage entrance is just west of the hotel, approximately 100 feet. It will be easiest to pull up to the curb in front of the hotel and allow the bell person to take your bags up to the registration desk. You may either valet park or park the car yourself. You will be under NO PRESSURE to valet park. It will however be somewhat difficult to carry your bags from the garage to the hotel yourself. There will be NO street parking near the hotel. Once you are parked, proceed to the garage elevators and **follow directions** to the 'City Center' and Marriott/Hotel Lobby. The garage has 24 hour access and in and out privileges for registered hotel guests at a rate of \$10.50 per week day and \$3.50 per weekend day. Non hotel guests will pay \$14.00 per 24 hours week day, without in & out privileges and \$5.00 per 24 hours on the week end.

LOCAL TRANSPORTATION: From Minneapolis-St. Paul International Airport:

Shuttle Bus: Airport Express: Tel: 612-827-7777

Rates are \$10.00 one way & \$15.50 round trip. (See enclosed discount coupons.)

The service desk is opposite baggage claim carousel #8 lower level.

Shuttle departs our hotel twice per hour from 5:00 AM through 7:00 PM

Taxi cab: \$18.00 plus tip. Cab will take up to 5 people for \$18.

Travel time is approximately 30 minutes.

CONVENTION REGISTRATION: The IFGE registration desk will be on the **Fourth Floor** of the hotel which is dedicated to our convention. The location will be clearly marked upon exiting the elevators. Hotel registration is on the **Fifth floor**.

REGISTRATION HOURS:

Tuesday, March 26: 2:00 PM to 6:00 PM

Wednesday through Saturday: 9:00 AM to 6:00 PM

VENDOR/EXHIBIT HOURS: Thursday through Saturday: 9:00 AM to 6:00 PM

GENERAL INFORMATION

OVERVIEW:

Our 10th Anniversary Celebration is an attempt to put our community's best foot forward, not only to general public, but for ourselves. This emphasis on pride, dignity, and self-respect is why we use only quality hotels for our conventions, and why we place such a high premium on our public appearance and behavior.

We expect all participants to conduct themselves in a proud and dignified manner, to respect the rights and feelings of other participants, the hotel staff, the other hotel guests and the general public. All attendees are expected to exercise good manners, common sense and to protect the security and peace of mind of all persons involved in any way with our conference.

HOTEL STAFF & SECURITY:

One of the primary reasons for selecting the Marriott City Center is that they have demonstrated their positive attitude towards diversity with the groups and events that have been previously hosted at the hotel. Prior to the convention members of the local conference team will be meeting with ALL hotel department heads to review the convention program and to discuss the unique aspects of our community. We fully expect all hotel staff will conduct themselves in a dignified and professional manner at all times. Should **any** problems arise, the matter should be brought to the **immediate** attention of conference organizers for prompt review with hotel management.

DINING & ENTERTAINMENT:

Upon your arrival, the registration desk will have specific recommendations regarding 'Gender Friendly' establishments (generally speaking the entire city is 'gender friendly!') and 5 free local alternative newspapers (3 GLBT publications) with all the information you could possibly need regarding clubs, dancing, night life, restaurants, etc. In addition the hotel has 3 restaurants ranging from casual to gourmet and 2 lounges/bars. The attached City Center complex has ATM's, shopping, eating establishments and fast food outlets.

DAILY NEWSLETTER:

Our internal newsletter will be our primary daily means of communication. Copies will be available at the convention registration desk. Requests to place announcements in the newsletter should be left at the registration desk or given to newsletter staff who will be easily identifiable. The paper will be produced late every evening and copies left outside the convention registration area at night and 'if possible' on tables in the main hotel lobby area next to hotel registration.

PROGRAM SCHEDULE & BULLETIN BOARD:

A bulletin board will be placed just outside the convention registration area on the 4th floor of the hotel. A daily program schedule will be placed on the board so that you may see at glance what's happening. Also any changes in the program schedule, room assignments, etc. will be clearly posted. Important public announcements will also be placed on the bulletin board and reinforced during each luncheon.

BATHROOMS/HEALTH CLUB:

The Marriott has no specific rest room or health club policy, but common sense and good judgment is urged. Generally, consider using only the public rest rooms on the fourth floor. All registered hotel guests are welcome to enjoy the health club and all hotel facilities. Please consider children and other hotel guests when doing so.

THE MEDIA:

Our local Minnesota Gender Community enjoys a very positive relationship with the Twin Cities Gay/Lesbian/Bisexual/Transgender (GLBT) press. Reporters from these publications are welcome to attend any of our sessions and will likely write articles on the convention that will be published after our conference is completed. In addition there has been an extensive local public relations effort. On Thursday evening, March 28th there will be an open public forum from 5:30 PM to 8:00 PM. It will likely draw coverage from Twin Cities television, radio and newspaper representatives. **IF YOU DO NOT WISH TO BE PHOTOGRAPHED AVOID THE SIXTH FLOOR, FIFTH SEASON AREA OF THE HOTEL DURING THE PUBLIC FORUM.**

In addition IFGE has distributed Minnesota Pride press announcements on a wider basis. It is possible that there will be some "network" or national coverage. It is far more likely that any coverage of this nature would appear in the "news magazine" format, i.e. "NBC DATELINE". Anyone not officially representing IFGE are strongly discouraged from speaking to the Press. The **ONLY** authorized spokespersons are: Jane Fee, Eve Burchert, Alison Laing and Yvonne Cook-Riley.

PHOTOS:

IFGE uses many photographers to document the convention. Selected photos will appear in the Transgender Tapestry, the conference photo album and a few may be used to promote future conventions. It is not possible for photographers to know who does or does not want their picture taken. Although they have been instructed to make every effort to ask first and not "catch" people in the background, it is your responsibility to inform the photographer that you do not wish your picture taken and/or to remove yourself from the view of the camera.

SPECIAL MEALS:

Vegetarian and Kosher meals are available upon PRIOR request. The hotel requires 72 hour advance notice of special meals. Please call or fax IFGE with any special dietary requests. Informing the Registrar upon arrival will not provide the 72 hour lead time. We will make every effort to accommodate your needs, but it is not possible to guarantee your satisfaction.

SPECIAL EVENTS:

It is 'impossible' to list all of the special activities of the convention, but a few highlights include:

Mystic Lake Casino Night: Tuesday, March 26th, 6:00 PM to 12:00 Midnight

MAGGIE Reception: Wednesday, March 27th, 6:00 PM to 8:30 PM

Standstill, a new documentary film on Transgender experiences: Thursday, 5:30 PM

IFGE Membership Wine & Cheese Reception: Thursday, March 28th, 7:00 to 9:00 PM

Live 'Professional' Transgender dance band & Party: Friday, March 29th

10th Anniversary Awards Banquet: Saturday, March 30th.

If you are planning to join us at the Mystic Lake Casino, it would greatly appreciated if you contacted IFGE ASAP in order for us to arrange for adequate 'free' transportation.

TELEPHONE NUMBERS:

Prior to Monday March 25, call IFGE @ 617-899-2212 (or fax 617-899-5703). Starting Monday, you will be able to call directly into the convention registration desk @ 612-349-7889. To access the registration desk once inside the hotel simply dial extension 7889. In addition there will be two internal 'house' phones in the registration area, the extension numbers are: 4417 & 4616. The phones will be answered during the registration hours listed above. **IN AN EMERGENCY ONLY**, you may call the IFGE hotel suite listed under the name: Jane Fee.