

2008 D&P GENERAL INFORMATION SHEET

This sheet provides all information related to registration, housing and transportation.
Information related to the technical sessions will be provided at a later date.

REGISTRATION & HOUSING

Registration Fee

The registration fee for the workshop on or before 30 June is US\$610. The late registration fee beginning on 1 July is US\$710.

Registration is required prior to attending the meeting, and full payment must accompany registration. Checks and money orders are to be made payable to SEG D&P 2008 Forum. You may also pay by credit card. (VISA, MasterCard, Discover, Diner's Club or American Express)

Meeting Check-In

Meeting check-in will be open from 4 P.M. to 6 P.M. Sunday 27 July at the Embassy Suites Hotel outside the Remington Ballroom. Check-in will reopen Monday, 28 July at 8:15am at the Commons Conference Center. Please see 'transportation' section below for more information.

Cancellation Policy - Registration Fee

Written notice received by 5pm (CST) 1 July entitles registrants to a full refund of the registration fee minus US\$50 processing charge. Written cancellation will be evaluated on the following scale:

1 July - 8 July 200850% Refund

9 July - 16 July 200825% Refund

After 16 July 2008No Refund

Substitutions are permissible with the approval of the organizer. The SEG Business Office must be notified of substitutions as soon as they are known.

Housing & Reservations

Please make your hotel reservations prior to 3 July 2008.

Rooms have been reserved at a special rate of US\$169/night + tax for this year's D&P Meeting at the Embassy Suites Arboretum Hotel.

Visit: <http://embassysuites.hilton.com/en/es/groups/personalized/AUSESES-SEG-20080725/index.jhtml> or call 1.800.Embassy to reserve your room.

The hotel cannot guarantee sleeping room availability after 3 July 2008. A credit card or one night's deposit will be required to guarantee your sleeping room. Please ask the reservation agent about cancellation policies that may apply. Room and all incidental charges must be paid upon checkout from the hotel. All major credit cards are accepted.

Parking

The Embassy Suites provides complimentary parking for hotel guests in the parking lot directly outside the facility.

TRANSPORTATION

Rental cars are available at the airport. It is best to reserve a car in advance. Taxis are available outside of baggage claim at the airport. You may also set up a pick up time by calling Super Shuttle at 512.258.3826 or by visiting www.supershuttle.com. The shuttle service will cost approximately US\$25. There may be a wait time associated with a shuttle.

Provided Transportation

Daily transportation to and from the Commons Conference Center will be provided daily for all attendees for the technical program. Morning busses will depart promptly at 8am at the front of the Embassy Suites Hotel.

Directions

From Austin-Bergstrom International Airport

Take Highway 71 West from the airport

Exit Highway 183 North

Stay on 183N for about 15 miles, exit Capital of Texas Highway

At the first light, Capital of Texas Highway, turn right

At the second stoplight, turn right onto Stonelake Blvd.

The hotel is about ¼ mile on the left side of the road

Please visit www.austinarboretum.embassysuites.com for more directions.

MISCELLANEOUS

Guests

Guest meal tickets for the Tuesday dinner at Buca di Beppo are available for purchase on the registration form. You may purchase guest tickets until 16 July 2008 through the SEG Business Office. There will be no refunds for guest meal tickets.

Attire

Casual attire is suggested for this informal conference. We suggest you bring a jacket for the air-conditioned meeting rooms.

SEG



DEVELOPMENT & PRODUCTION FORUM

27-31 JULY 2008
UT RESEARCH CAMPUS
AUSTIN, TEXAS

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