

THE
CARTER CENTER



Logistics Note

Human Rights and Election Standards Conference
December 4 - 5, 2017
The Carter Center - Cyprus Room
Atlanta, Georgia

CARTER CENTER STAFF AND COMMUNICATION

Your primary contact for any questions or problems you encounter is Program Assistant Tynesha Green. Program Associate Obehi Okojie is a backup contact.

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TRANSPORTATION

To/from the Hartsfield-Jackson International Airport

All participants should take a taxi from the airport to the Sheraton Atlanta (165 Courtland Street NE). The cost should be a flat fee of \$30-\$35 (without tip - for taxis it is common to add about 15%). The travel time from the airport to the hotel should be less than 30 minutes, depending on traffic. From the airport baggage claim area, follow signs for the taxi line. The hotel address is listed below. Please keep your taxi receipt for reimbursement.

On December 5th, for those participants departing for the airport from The Carter Center, we will arrange a taxi for you. If you plan to depart for the airport from the Sheraton, please ask the hotel to call a taxi at least 30 minutes in advance of your desired arrival at the airport.

To/from The Carter Center

Transportation to and from the conference will be provided. On December 4, the shuttle will depart the Sheraton at approximately 7:00am for those attending the optional Board of Councilors program. A second shuttle will depart the hotel at 8:15am for those not attending the Board of Councilors program. On December 5, the shuttle will depart the hotel at 8:15am. The shuttle will depart the Center for the Sheraton when events finish each day.

Around Atlanta

Private travel to and from the hotel can either be done by metro, known as MARTA (the Peachtree Center station is close to the hotel), or taxi. The hotel front desk can call a taxi for you if requested, and they will also be able to help plan travel on MARTA. Several on-demand companies also operate in Atlanta, including Lyft and Uber, and can be contacted via mobile app.

ACCOMMODATION

The Sheraton-Atlanta

Carter Center staff will be at the hotel December 3 - 5 to answer logistical questions and to direct participants to the shuttle.

Hotel address:

Sheraton-Atlanta, 165 Courtland Street NE, Atlanta, GA 30303

Tel: +404.685.6500

Early Check-in

Check-in is at 4pm and check-out is at 11am. Arrangements have been made for early check-in for those on flights arriving early.

Luggage

Guests who will be leaving directly from The Carter Center to the airport after the conference on December 5th should check out of their hotel rooms that morning. Luggage can be brought on the shuttle from the hotel and stored at the Center. For those departing for the airport from the hotel, you may store your luggage at the hotel and reclaim it before your flight.

EVENT LOCATION AND TIMES

Both days of the conference will be held in The Carter Center's Cyprus Room. The Carter Center's address is 453 Freedom Parkway, Atlanta, GA.

On December 4th, the conference will begin at 9am (with a light breakfast available at 8.30am) and will end at approximately 5:45pm. This will be followed by a reception. On December 5th, the start time will be the same, with a conclusion at 2:45pm. There will be a group photo with President Carter at 1:50pm.

DINING

Breakfast and Lunch

Breakfast and lunch will be provided to participants on both days of the conference. Snacks and beverages will be provided throughout the day.

Dinner

December 3: All are invited to a group dinner at a local restaurant. Details TBA.

December 4: All participants are free to dine on their own.

December 5: All participants who remain in Atlanta are free to dine on their own.

Restaurants

There are three restaurants on the Sheraton property. If you would like to explore other parts of the city, www.zomato.com/atlanta provides a good listing of restaurants.

PRAYER ROOM

Please see Tynesha Green or any Carter Center staff for the location.

MUSEUM TOUR

For those interested, there will be a tour of the Jimmy Carter Museum on December 5th, 11:45am - 12:45pm.

DRESS CODE

Business casual attire is appropriate for this event.

WEATHER

The weather forecast during your stay is a high of 65-70°F (18-21°C), with evening temperatures of 43-50°F (6-10°C). There is a very low chance of rain. A jacket or heavy sweater is recommended.

TECHNOLOGY

Internet

Wifi is available throughout The Carter Center. The network name is Carter Center and the password is 4044205100.

Outlets

Electrical outlets in the U.S. look like this (Types A and B):



Voltage is supplied at between 110 and 120 volts AC. If your laptops, etc. are compatible with multiple voltages, all you will need is a plug adapter. Please note that The Carter Center does not have these on hand. It is highly recommended that you bring your own.

REIMBURSEMENT

Breakfast, lunch, and dinner will be provided on December 4th, and breakfast and lunch on December 5th. Other meals, as well as incidentals (e.g., visa/ESTA fees, transport to/from the airport), will be reimbursed after the conference.

Please retain your receipts (especially those in excess of \$25) and submit them to Tynesha in person or by mail following the conference in order to be reimbursed appropriately.

THINGS TO DO IN ATLANTA

If you are staying in Atlanta beyond the conference dates, there is much to do!

The Jimmy Carter Presidential Library and Museum is attached to the Center. It is open Monday-Saturday 9am-4:45pm and Sunday 12pm-4:45pm. More information is available at www.jimmycarterlibrary.gov.

Nearby is the **Martin Luther King, Jr. National Historic Site**, including a museum and King's boyhood home and church www.nps.gov/malu.

The **Center for Civil and Human Rights** in downtown Atlanta (100 Ivan Allen Jr. Blvd, Atlanta, GA 30313) is an engaging cultural attraction that connects the American Civil Rights Movement to today's Global Human Rights Movements, with a purpose to create a safe space for visitors to explore the fundamental rights of all human beings so that they leave inspired and empowered to join the ongoing dialogue about human rights in their communities. (www.civilandhumanrights.org).

Underground Atlanta (50 Upper Alabama St SW, Atlanta, GA 30303), which opened in 1969 as a "city beneath the streets," is a shopping and entertainment district in the Five Points neighborhood of downtown Atlanta.

Atlantic Station (1380 Atlantic Dr NW, Atlanta, GA 30363) is set up in the style of an outdoor mall, with many choices of shopping, dining, and a 16-screen Regal movie theater. The stores include the Southeastern flagship store of Dillard's, and stores such as H&M, Guess, Z Gallerie, Banana Republic, and Gap.

Lenox Square Mall (3393 Peachtree Rd NE, Atlanta, GA 30326) is billed as the premier shopping destination for fashionistas throughout the Southeast. Located in the heart of Buckhead, Lenox Square offers an unparalleled shopping experience.

For more ideas of what to do in Atlanta, you can visit www.atlanta.net/50fun.