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Stephen R. Lindauer  
Impartial Secretary/CEO

# Memorandum

**TO:** Owner Advisory Committee Members  
**FROM:** Kevin J. Hilton  
**DATE:** August 22, 2007  
**RE:** Owner Advisory Committee Meeting - October 25, 2007

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The next meeting of the Owner Advisory Committee is scheduled for Thursday, October 25, 2007 from 1:00 PM to 5:00 PM. This meeting will be held at the Washington Court Hotel, 525 New Jersey Avenue, NW, Washington, DC 20001 (202-628-2100). Lunch will be served from 12:00 Noon to 1:00 PM.

In addition, on Thursday evening, October 25, 2007 the NMAPC Zero Injury Safety Awards Dinner will be held in the Main Hall of the National Building Museum located at 401 F Street, NW in Washington, DC 20001; cocktails will begin at 6:00 PM and dinner at 7:30 PM.

Be further advised that the NMAPC administrative office has reserved a block of rooms at the Washington Court Hotel for those Committee members who require hotel accommodations. **The cut-off date for all sleeping room request is Monday, September 24, 2007.** Rooms are limited, therefore we urge you to register as soon as possible.

To reserve a sleeping room and/or register for the meeting go to the NMAPC website at [www.nmapc.org](http://www.nmapc.org) and select *Meetings and Conferences*, next enter your *Username* and *Password*, then select *Owner Advisory Committee Meeting*, then click-on *Register Now*. If you have any questions regarding online registration, or if you need your *username* and *password*, please contact Ms. Gwen Jackson in our office at 703-841-9707 ext. 111.

I look forward to seeing each of you in Washington!

KJH/gj