

Memorandum

TO: NMAPC Agreement Analysis Committee Members

FROM: Daniel M. Hogan *DMH*

DATE: June 24, 2010

RE: NMAPC Agreement Analysis Committee Meeting – August 4, 2010

The next **NMAPC Agreement Analysis Committee** meeting is scheduled for Wednesday, August 4, 2010. The meeting will be held from 12:00 PM to 4:00 PM (with a working lunch) in the **NMAPC administrative office**, located at 1501 Lee Highway, Suite 202 in Arlington, Virginia 22209. The office telephone number is (703) 841-9707. **Conference Call option is available** to Committee members who are unable to attend the meeting in person. Conference Call details will be emailed before the meeting.

To register for the meeting visit the NMAPC website at www.nmapc.org and complete the following steps:

1. Click on **Events & Meetings**
2. Click on **Meetings and Conferences**
3. Under “**Calendar**” Click on **NMAPC Agreement Analysis Committee Meeting**
4. Click on **Register Now**
5. Enter your **User Name** and **Password**
6. Click on **Register Me**

Let us know if you are unable to attend the NMAPC Agreement Analysis Committee meeting.

The NMAPC have reserved a block of rooms at the **Hyatt Arlington Hotel**, when registering please indicate your arrival and departure dates. The room rate is \$179 per night, plus tax. The NMAPC will make all hotel reservations and your confirmation number will be emailed.

If you have any questions regarding online registration, please contact Ms. Gwen Jackson at (703) 841-9707 extension 111.

DMH/gj