

HEADQUARTER HOTEL/OPERATIONS CENTER

GENERAL INFORMATION

The 2006 NAIG Headquarters Hotel during the Games will be the Adams Mark Hotel. The location and details are as follows:

Adam's Mark Hotel
1550 Court Place
Denver, Colorado 80202

Chef's, please call the **Adams Mark Hotel *today*** to confirm your room block at the **Host Hotel (303) 893-3333** or **(800) 444-2326**, give the **code "NAIG"**. We are requiring all Chef's and as many of their mission staff to stay at the Adams Mark Hotel during the games to allow for a more efficient communication system throughout the event. CIGS plans to have a Mail Room for each delegation, Media Center and VIP Lounge for your VIP, dignitaries and elders to enjoy!

Room Rates **\$99** (USD) per night for Deluxe rooms
 \$124 (USD) per night for Concorde Club Level
 \$159 (USD) per night for Executive Suites

Make your room reservations by May 15. '06 NAIG room block is already filling up. Note: If you have any problems reserving rooms for your mission staff, please give Lisa Wayne a call at (303) 229-9990 so that we can assist you in your confirmation.

CIGS has reserved a block of rooms (10-12) for each team delegation. Note: it is required that staff from each delegation (i.e., Chef de Missions) stay at the host hotel.

SUPPORT FUNCTIONS

Support functions and services at the Headquarters Hotel/Operations Center include the following:

- NAIG Council Room
- VIP Information/Room
- Sports Information Center
- Media Center
- Chef de Mission Meeting Room

NAIG Council Room – A room will be provided for the NAIG Council members to work, conduct business, and hold meetings regarding issues that may arise during the Games.

VIP Information/Room – This location will serve as the gathering spot for Games VIPs, tribal leaders, elders, sponsors and supporters. A lounge or conference room will be provided that will serve refreshments, provide results and Internet access, etc. This lounge will be open daily during the Games from 10:00 a.m. to 9:00 p.m.

Sports Information Center – This room will be the central results posting area. This will house the volunteers responsible for entering the daily results. This communication hub will then distribute the finalized results to the various Athlete's Villages for posting.

Media Center – This location will be provided for all media personnel to communicate with their respective organizations. This area will include telephones, computers with Internet access, and a fax machine.

Chef de Missions Meeting Room – A series of Chef de Mission meetings will be held each morning during the Games. These meetings will provide daily communications during the Games and deal with matters such as athlete eligibility, Games issues that may arise, disciplinary actions that may be enforced, as well as the distribution of new information affecting the operation of the Games.