



The Sacramento Chapter of the International Association of Administrative Professionals presents...

*"How to Get the Most for Your Money When Negotiating with Hotels for Guestrooms, Meeting Rooms and Banquets"*  
Presented by Melissa Caccia  
Holiday Inn Express Hotel and Suites



Learn how to plan a successful meeting/event while negotiating with hotels to get the best prices on guestrooms, meeting rooms and banquet services. If your job requires you to utilize any of these skills, than you don't want to miss this month's meeting.

Please join us at 5:30 p.m. on Tuesday, July 14, 2009

**NEW LOCATION: HARD ROCK CAFÉ – VIP LOUNGE**

**545 Downtown Plaza, C103, Sacramento CA 95814 Tel 916.441.5591**



\*Parking is validated up to 4 hours. \*\* No host bar \*\*\*Direction's are on the back

- Member - \$20.00     Guest - \$20.00     Retired Member - \$16.50     No Dinner - \$10.00

**Please remember: if you register and find that you cannot attend, please call and cancel. No shows will be invoiced.**

Member Name \_\_\_\_\_ Phone \_\_\_\_\_

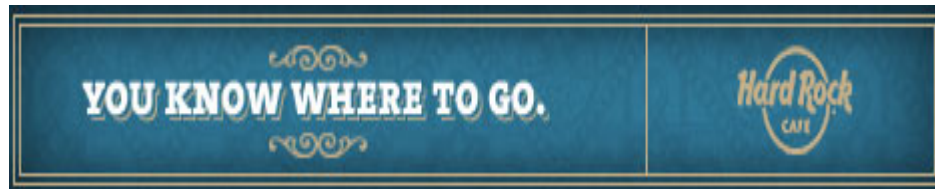
Guest Name \_\_\_\_\_ Phone \_\_\_\_\_

Please RSVP to Ronda Fricke  
**by Friday, July 10, 2009**  
Email: fricker@sutterhealth.org  
Phone: (916) 561-6556  
Fax: (916) 561-6507

**Meeting Schedule**

- 5:30 - Networking
- 6:00 - Call to Order/Dinner  
(Business Session during Dinner)
- 6:30 - Program & Drawing
- 8:00 - Adjourn

**IAAP** is a not-for-profit association of administrative professionals, whose purpose is to provide education and training, leadership development, publications and networking opportunities for its members. Find out how IAAP can help you enhance your professional image, increase your skills and keep you updated on business trends and technology!



Hard Rock Cafe  
Corner of 7<sup>th</sup> and K Street  
545 Downtown Plaza ♦ Sacramento CA 95814  
916-441-5597

## Directions

1. From I-5
2. Take the J Street Exit
3. Turn Right on 7th Street (you will drive past the cafe)
4. Turn Right on L Street
5. Turn Right on 6th Street into the Parking Garage Entrance
6. Enter to the right on Level 1 (the far right entrance and enter the right parking lot)
7. Park near Sections "S" or "T"
8. There is a Plaza Access Stairwell that will take you into Downtown Plaza across from the Hard Rock Cafe

**\*\*Please bring your parking garage ticket into the cafe for 4 hour validation.**

