

MEMORANDUM

To: SSC/DAPs/ and Council Members

From: Diana Martino

Subject: Venue for Scientific and Statistical Committee, District Advisory Panels and Council Meetings

Meeting Dates: March 15-17, 2016

Venue: Verdanza Hotel, Isla Verde, Puerto Rico

Address: Tartak St., Isla Verde, Puerto Rico

Telephone: (787) 253-9000

Rate: \$139.00 + taxes

Dateline: **Please make your reservation NO LATER February 29, 2016. The Council cannot be responsible for reservations at the special rate after this date. Any cost over the special rate after the cut-off date will be the responsibility of the traveler.**

Additional Information: **Reservations will be made by individual attendees.**

All receipts (hotel, airfare, etc.) shall be attached to the travel voucher. No receipts will be accepted in person by staff members, except the Fiscal Officer.

Contact Person: **If you have any problems making your reservation you can contact Giovanna Buono. If you need any additional information please contact Diana Martino at diana_martino_cfmc@yahoo.com or by telephone at (787) 226-8849.**