



WELCOME!

The Courtyard Oakbrook Terrace is honored to partner with Mitsubishi for your hotel accommodations here in the Oak Brook/Downers Grove area. If there is anything that our staff can assist you with, please do not hesitate to ask!

❖ **COMPLIMENTARY BREAKFAST-**

- Enjoy a complimentary full hot-breakfast buffet, which is included in your Mitsubishi Electric rate!

❖ **TRANSPORTATION TO MITSUBISHI TRAINING CENTER-**

(Please ask our front desk to contact Citi-Suburban Taxi to arrange your taxi-van shuttles for the week, as other attendee's will most likely carpool with you to the local Downers Grove office. Taxi-van shuttle fees are offered at the specially discounted rate of \$7 per person, each way.)

- Departure is at 8:00 am sharp...please be in our lobby at 7:45am.
- Pick-up is at 4:30pm, except for your final day of class for which no pick-up is scheduled. On this day, please make arrangements in advance with Citi-Suburban (630) 495-5555 for your transportation to the airport.

Once again, THANK YOU for choosing the Courtyard by Marriott in Oakbrook Terrace and enjoy your stay!

Best Regards,

**Emmanuel Garcia
Sales Manager**