



## EDO LEADERSHIP SUMMIT ATTENDEE INFORMATION

To make the summit more affordable to all, ELA is subsidizing attendees' participation. We are providing complimentary Nigerian dishes for lunch and dinner. We are also subsidizing hotel, at a rate of \$65/night per suite (bedroom and a living room). To book your room click <http://www.starwoodmeeting.com/Book/EDO2009> Complimentary 24 hour shuttle service, free internet access in your room (your own laptop) and parking for hotel guests will be provided by the hotel. Rooms are limited; please make your reservations now. Once the subsidized rooms have been taken, rate per night for a suite will be \$209.

For your convenience, we made travel arrangements with the following airlines and car rental, for discounts:

- American Airlines
- Northwest Airlines
- Avis Car rental

These discounts are applicable for travel from any city in the U.S./Canada to Chicago O'Hare International airport.

**Note:** flying into **Chicago Mid-way airport is not advisable**. The distance from Mid-way airport to the Sheraton Hotel O'Hare is up to one hour's drive, **without** traffic.

### AWARDS AND GALA EVENT

*A grand gala and awards night will conclude the activities of the summit. To help ELA offset some of the costs of the summit, gala night tickets are \$100 per person. This will be a night of high powered networking, fun interactions and grand celebration of our people. You don't want to miss it! Priority registration will be given to summit attendees who purchased a gala ticket.*



*Due to limited space, and the need to know who is attending beforehand, attendees are required to purchase their gala night tickets in advance. Contact [info@edoleadership.org](mailto:info@edoleadership.org) for payment options*

**Note:** For best deals, you are advised to check out other airlines/websites before utilizing the summit discount provided by American airlines and Northwest airlines. Contact [joanoviawe@yahoo.com](mailto:joanoviawe@yahoo.com) for the discount codes. \*\*\*Please note, this is not an official ELA endorsement of these websites. \*\*\*

### TRAVELLING FROM U.S.A

[www.expedia.com](http://www.expedia.com)  
[www.travelocity.com](http://www.travelocity.com)  
[www.orbitz.com](http://www.orbitz.com)  
[www.priceline.com](http://www.priceline.com)  
[www.airtran.com](http://www.airtran.com)  
[www.southwest.com](http://www.southwest.com)  
[www.united.com](http://www.united.com)  
[www.aa.com](http://www.aa.com) (for discount)  
[www.nwa.com](http://www.nwa.com) (for discount)  
[www.cheaptickets.com](http://www.cheaptickets.com)

### TRAVELLING FROM CANADA

[www.flightnetwork.ca](http://www.flightnetwork.ca)  
[www.aircanada.ca](http://www.aircanada.ca)  
[www.westjet.ca](http://www.westjet.ca)  
[www.orbitz.ca](http://www.orbitz.ca)  
[www.expedia.ca](http://www.expedia.ca)  
[www.travelocity.ca](http://www.travelocity.ca)  
[www.aa.com](http://www.aa.com) (for discount)  
[www.nwa.com](http://www.nwa.com) (for discount)

### TRAVELLING FROM EUROPE

[www.1800flyeurope.com](http://www.1800flyeurope.com)  
[www.travelzoo.com](http://www.travelzoo.com)  
[www.sidestep.com](http://www.sidestep.com)

### TRAVELLING FROM NIGERIA

Please contact your local travel agent, or visit [www.economytravel.com](http://www.economytravel.com)

In order to assure the best possible experience for you and the other participants, we ask that you plan ahead and follow a few fundamental guidelines.

### Summit Times

Please note, due to an exciting and packed agenda, the Summit times do not have room for African time. The morning session will begin at 9:00 am, and we will conclude the day at 6:00 pm.

### Badges

You will receive a Summit folder upon check-in at the hotel. Included in this package is your Summit badge. It is very important that you remember your badge as it is required for entrance to the Summit events and is non-replaceable. You must wear your badge at all times during the Summit. Lanyards will be available at the registration desk for your convenience.

### Summit Folders

Summit folders will be available for all participants to pick up in the hotel lobby starting on Thursday from 3-9pm and on the first day of the Summit beginning at 7:00am. In order to pick up your Summit folder, your name must be on the guest list. This is why it is very important to RSVP ahead of the Summit.

### Seating

There is no reserved seating. Attendees are seated on a "first come, first served" basis.

### What to Wear & Bring

Attendees generally wear business casual to the Summit. Whatever you find comfortable will be appropriate. However, a more formal wear is required for the Saturday nite Gala. During the day, you will be moving through the hotel, for your convenience, please wear comfortable walking shoes and limit yourself to a moderately sized purse. We will not have a bag check, so be sure to travel light. You will receive a Summit folder once you arrive for all of your program materials.

### Breakfast, Lunch & Dinner

The General Session begins at 9:00 am. Prior to this, a light continental breakfast will be available from 7:00 am – 8:00 am (optional). Breakfast cost has been

subsidized and will cost \$9/person. Two lunches and a dinner, will be complimentary. Security As with all public gatherings, you are responsible for the safe keeping of your valuable property. For the enjoyment of all participants, inappropriate behavior will not be tolerated and violators will be removed from the premises.

### Registration Fees

Summit Registration for invited Attendees/Members: is Free!

### Special Requests

If you have special needs while attending, such as dietary, physical, etc., please note this when you RSVP or contact event's coordinator, Joan O'sa Oviawe via e-mail at [joanoviawe@yahoo.com](mailto:joanoviawe@yahoo.com) We will make every effort to ensure that your needs are addressed.

### Guest/Spouse Details

No registration fee is required for your guests or a spouse traveling with you and not affiliated with ELA. However, Summit provided meals and Summit materials will NOT be available to guest(s)/spouse who did not RSVP beforehand. Guests are invited to attend Saturday night's Awards and Fundraiser gala along with you. Additional guest ticket purchase will apply. You are encouraged to purchase your Gala night tickets ahead of time-seats are limited. Purchases are strongly recommended prior to arrival date of Summit.

### Awards and Fundraiser Gala Attire

The suggested attire for the Gala night on Saturday is formal, traditional attire.

### Weather

Chicago has an extreme climate with very hot summers and bitterly cold winters. Summers are hot, sunny and humid, from June to the end of September, and are prone to thunderstorms. Cotton or light weight outfits are usually best in the humid summer month of July. Airport terminals and hotel will be air-conditioned. If you plan on taking a walk around the hotel area, dress light. Wearing a suit, agbada or caftan, buba and wrapper, etc. within the hotel premises will be fine.

### Average temperatures

July: High: 80°F (or 26°C) Low: 63°F (or 16°C)