

**2013 Travel, Lodging, and Schedule Information  
for WestEd's  
READING APPRENTICESHIP 3-DAY WORKSHOP**

**August 7-9, 2013**

Held at **The WestEd Oakland Office**  
300 Lakeside Drive, 25<sup>th</sup> Floor, Oakland, CA 94612

**SCHEDULE**

We will begin on Wednesday, August 7 at 9:00am and each subsequent morning will also begin at 9:00am. All three days of the workshop will be located at The WestEd Oakland Office.

Continental breakfast and lunch will be provided on-site each day. We'll conclude each daily session at approximately 4:00pm. You will be on your own for dinner at night.

The Workshop will officially conclude at 4:00pm on Friday, August 9.

**AIR TRAVEL**

- Plan to use **Oakland International Airport (OAK)**. OAK is approximately 30 minutes by car from the training site.
- Ground transportation to your hotel is your responsibility to arrange.

**DRIVING DIRECTIONS, PARKING, PUBLIC TRANSIT**

Please visit the following web link for information: <http://www.wested.org/cs/we/view/loc/11>

**LODGING**

**Executive Inn and Suites**

[www.executiveinnoakland.com](http://www.executiveinnoakland.com)

1755 Embarcadero  
Oakland, CA 94606

The "WestEd" rate is **\$119/night** for a Water-View King or Double Queen Room + 14% occupancy tax. To guarantee the discounted rate, **guests should make reservations by July 19, 2013** and provide group number when making reservation by phone.

Amenities include:

- Complimentary Breakfast Buffet
- Complimentary High Speed Internet
- Free Parking
- Courtesy Shuttle from Hotel: WestEd Office, Oakland Airport, Jack London Square, Downtown Oakland

**RESERVATIONS**

Each individual guest is responsible for making their own reservation either by calling the hotel reservations department at [510-536-6633](tel:510-536-6633) or following the below booking procedure for online reservations.

**Online Reservation Booking Procedure:**

Go to: [www.executiveinnoakland.com](http://www.executiveinnoakland.com)

Enter: Arrival and departure date

Enter: **GR302AE** in the box entitled "Group Code"

Click on: Check availability

Click on: Continue, then make your room selection and enter personal information

Click on: Book reservation

If you experience any problems while making your reservations,  
please contact **Lorelle Malboeuf** at WestEd: 510.302.4267, [lmalboe@wested.org](mailto:lmalboe@wested.org)