



# PROFESSIONAL FACE TO FACE FUNDRAISING ASSOCIATION

**Event:** PFFA Summer Work Group

**Date:** June 21, 2023

**Time:** 8:30AM – 5:00 PM

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## Arriving at ASPCA

- Where park
  - Parking Garages close to the ASPCA's offices. Street parking is all 2hr metered parking
    - Icon Parking: 161-163 W 36th St., New York, NY 10018; One Pennsylvania Plaza, New York, NY 10001
    - Meyers Parking: 323-331 W 34th St., New York, NY 10001
    - City Parking: 305 W 33rd St, New York, NY 10001
    - Laz Parking: 300 W 31st St, New York, NY 10001; 310 W 39th St, New York, NY 10018
    - NYC Parking: 404 W 39th St, New York, NY 10018
- Closest subway
  - A/C/E (blue line) 34th St-Penn Station Stop
  - B/D/F/M (orange line) or N/R/Q/W (yellow line) 34th St-Herald St Stop
  - 1/2/3 (red line) 34th St- Penn Station Stop
  - 1/2/3 (red line) or 7 (purple line) or N/Q/W/R (yellow line) or S (grey shuttle) Times Sq Stop
  - A/C/E (blue line) Port Authority
- Check in upon arrival
  - Do we need attendees list, badges, etc. If list, when due?
    - No list, just need ID to show at the front desk.
  - Are there any lingering COVID protocols we should observe?
    - No, masks are optional.
- Are there any details to note regarding attendees coming and going during the event?
  - If they do leave the building, they should bring ID with them to get back in.
- What floor/suite is the meeting room?
  - Floor 7; the Conference rooms are called Shelter & Sanctuary.

## Meals

- We are having breakfast and lunch catered.

## Hotel Recommendations Near ASPCA

DoubleTree by Hilton New York Times Square West

350 W 40<sup>th</sup> St, New York, NY 10018

212-607-8888

<https://www.hilton.com/en/hotels/nycswdt-doubletree-new-york-times-square-west/>

Fairfield Inn and Suites New York Manhattan/Times Square South

338 W 36<sup>th</sup> St, New York, NY 10018

212-216-9110

<https://www.marriott.com/en-us/hotels/nycmw-fairfield-inn-and-suites-new-york-manhattan-times-square-south/overview/>

Courtyard Marriott New York Manhattan/Times Square West

307 W 37<sup>th</sup> St, New York, NY 10018

212-912-0009

[https://courtyardbymarriotttimessquarewest.reservationstays.com/requests/\\_jrZFoCuqPdmQVFkkr35vA/hotels/bGwgwweG](https://courtyardbymarriotttimessquarewest.reservationstays.com/requests/_jrZFoCuqPdmQVFkkr35vA/hotels/bGwgwweG)

Holiday Inn Express

585 8th Avenue & West 39th Street

New York, New York 10018 [info@hinycma.com](mailto:info@hinycma.com)

[https://holidayinnexpressnewyorkcitytimessquare.reservationstays.com/requests/VcgSP8pmJ-vZ5B2U5JvFHw/hotels/7jdQwOGd?expand\\_params=true](https://holidayinnexpressnewyorkcitytimessquare.reservationstays.com/requests/VcgSP8pmJ-vZ5B2U5JvFHw/hotels/7jdQwOGd?expand_params=true)

The Four Points by Sheraton

326 West 40th Street · New York, New York, 10018

212-967-8585

Hotel Reservations: 866-716-8133

Website: <http://www.fourpointstimessquare.com/>