LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT

Public Transportation Section
PO Box 94245 | Baton Rouge, LA 70804-9245
ph: 225-379-3060 | fx: 225-379-3071

Bobby Jindal, Governor
Sherri H. LeBas, P.E., Secretary

MEMORANDUM

To: Agency Directors

From: Donna Lavigne, Public Transportation Director

Date: October 9, 2014

RE: DOTD Fall Conference

The Louisiana Department of Transportation and Development (DOTD) Public Transportation Section is hosting a series of one day Fall Conferences on November 5th, 6th, and 7th. Registration will begin at 8:00 a.m., and the conference sessions will run from 9:00 a.m. to 3:00 p.m. at the Marriott Baton Rouge, 5500 Hilton Avenue, Baton Rouge, Louisiana. The department is offering these conferences at **NO CHARGE**. Agencies may ONLY register one person per agency.

The morning session will cover updates to the Bus Safety & Security standards and the afternoon session will cover the new Louisiana Transit Electronic Application Management (LATEAM) online application system.

There is no registration fee, but you must register to attend. Continental breakfast and lunch will be served.

If you need to make a hotel reservation, please contact the hotel directly at 225-924-5000. Please ask for the DOTD room block. The room rate is $97.00 plus tax.

You need only attend ONE day, but space is limited. Please get your registration in as soon as possible!

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DOTD Fall Conference

Marriott Baton Rouge
5500 Hilton Avenue
Baton Rouge, Louisiana 70808
Phone: (225) 924-5000
9:00 am – 3:00 pm

Sign Up Today! Hurry, seating is limited.

Name: _____ Title: _____

Include in meal count for Breakfast ____Yes ____No

Agency: _____ Phone: _____

Fax: _____ Email: _____

Conference dates and times:

Conference 1
Wednesday, November 5, 2014
9:00a.m. – 3:00 p.m.

Conference 2
Thursday, November 6, 2014
9:00a.m. – 3:00 p.m.

Conference 3
Friday, November 7, 2014
9:00a.m. – 3:00 p.m.

I will attend the DOTD Fall Conference on (check ONE):

- ☐ Wednesday, November 5th
- ☐ Thursday, November 6th
- ☐ Friday, November 7th

Please fax your registration form to 225-379-3071 or email to Dortha.Cummins@la.gov by **Friday, October 24, 2014**. If you have questions, contact Dortha Cummins at (225) 379-3066.