

**TarValon.Net**  
**Fall Ball Event 2012**



**NEW YORK CITY**  
*Fall Ball*  
*November 9-11, 2012*

**Official Information Packet**

# TarValon.Net

## Fall Ball 2012 – New York City

### Information Packet

*Please print this document and bring it with you to the event. There is a great deal of important information included that you will need for your reference.*

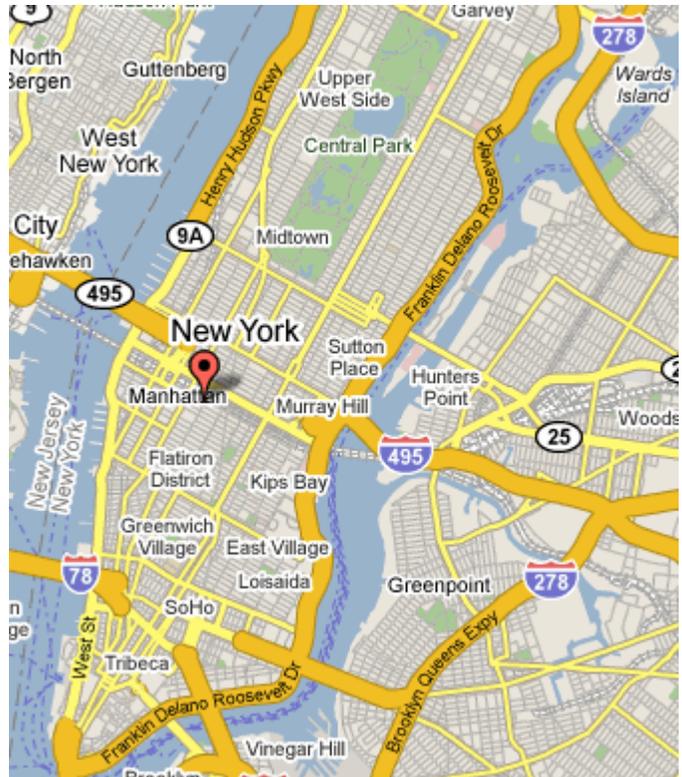
#### INTRODUCTION

This year's Fall Ball Event promises to be a unique experience and hopefully one of our most enjoyable gatherings. Visiting the east coast has been a goal for several years, and NYC is a true World City. For those joining us for the first time, and those who are veterans of tower events, we hope you have a wonderful event!

#### LOCATION INFORMATION

Official Hotel:  
Affinia Manhattan  
371 Seventh Avenue  
New York, NY 10001  
Tel: 212.563.1800

The hotel is located on the Southeast corner of 31<sup>st</sup> Street and 7<sup>th</sup> Avenue. This is what you're looking for:



## **DIRECTIONS**

Getting to the Affinia Manhattan Hotel

### BOLT BUS

Go to the 33rd street & 7th avenue stop if at all possible, right by Sbarro's. Walk 2 blocks South.

### MEGABUS

The Megabus arrivals stop is located at the intersection of 7th Ave and 28th St.  
Get off the bus and walk 3 blocks north.

The Megabus stop for departures is different and is located on 34th St near 11th Ave. The 34th St stop is located across the street from the Javits Center and is three blocks west of Penn Station and the 34th St - Penn Station subway stop that is served by the A, C, and E trains. The 34th St stop will also be adjacent to a MTA bus stop that is served by the M34 line.

### LaGuardia (Queens)

Shuttle, cost is \$12.75

<http://www.nycairporter.com/>

Public city busses also go to Manhattan, and are cheaper, but honestly, I wouldn't recommend it. First, they're confusing, especially if you don't know the routes, second, they're waaaay slower and make a ton of stops along the way, third, you'd either need exact change or a public transit card, which you probably won't have, and fourth, I think you'd need to change busses, and that's even more confusing. If you want to save the \$10, let us know and we'll try to help you.

<http://www.panynj.gov/airports/lga-public-transportation.html>

### JFK Airport (Brooklyn)

There's a shuttle for \$15.75 that can take you to Penn Station. Same company as LGA shuttle: <http://www.nycairporter.com/>  
The least expensive trip though is to take the AirTrain (\$5.00) to Jamaica Station/Sutphin Blvd (not Howard Beach, that's the wrong stop) and then get on the subway's E train which will take you to Penn Station (\$2.25) You can also take the Long Island Railroad train to Penn Station instead of the subway, which is faster because it's direct, but a little more expensive (~\$10).

Either train (MTA Subway or LIRR) takes you to Penn Station though, just different platforms within Penn Station.

There will be AirTrain/MTA staff members at the platform at Jamaica Station to answer questions if you need help. They know that a large number of people that come through are tourists and are happy to help.

Exit Penn Station via South East Exit. The hotel is across the street.

<http://www.panynj.gov/airports/jfk-public-transportation.html#rail>

<http://www.jfkia.com/transport.html>

### Newark Airport (New Jersey)

Passengers are required to use the AirTrain Newark system to connect to a NJ TRANSIT or Amtrak train. (\$5.50)

NJ Transit goes into Penn Station (\$12.50)

Exit Penn Station via South East Exit. The Hotel is across the street.

### Islip Airport (Long Island)\*

There's a transportation package people need to purchase in ADVANCE. Cost is \$16.50

It gives you a shuttle to the LIRR, and you take the LIRR into Penn Station.

Exit Penn Station via South East Exit. The Hotel is across the street.

\*Islip and the other Long Island airports have been more impacted by the storm. If you're coming through Long Island, please let us know in advance.

<http://www.mta.info/lirr/getaways/LongIsland/MacArthur.htm>

### Rail - LIRR/NJT/Amtrak

Go to NYC's Penn Station. (Beware when buying tickets, there are other Penn Stations not in New York.)

Exit Penn Station via South East Exit. The Hotel is across the street.

### Subway

Take the ACE or 123 to, you know, Penn Station, and walk to the hotel. Honestly, if you're taking the subway I assume you know where you're going. Hotel is on the SE corner of 7th & 31st.

### All of the Above

You can pretty much take a taxi from anywhere, to anywhere. In general it only makes financial sense when you have more than one person, but if you need to get someplace fast, or if it's raining and you don't want to hunt for a subway stop, or if you're just exhausted and want door to door service, it's a good option. Taxi service in NYC seems less expensive than in other

cities I've seen. A 30 block ride might cost around \$10, a ride from LaGuardia is probably around \$45, and a ride from JFK is a flat fee of about \$55 I think plus gratuity. A ride from Newark is going to be about \$100 after gratuity. On the weekend when the traffic is less crowded and the ride takes less time, the ride will cost less, but it always takes more time to go across town than to move uptown or downtown, so keep that in mind if you're say at the UN building (all the way on the East Side) and want to get to our hotel (on the West Side).

**Always take a yellow cab - never take a gypsy (unmarked) cab that offers you a ride.**

## **EVENT CHECK-IN**

When you arrive at the hotel, please come check in with Seri & Tian (head of welcome committee) – DO NOT TRY TO CHECK IN AT THE HOTEL FRONT DESK. They've never heard of you. There's no reservation under your name, and they won't know what you're talking about.

Seri & Tian (and maybe a whole lot of other people) will be set up in the hallway on the north side of the building, just off the lobby. When you walk in the front door of the hotel, walk up the stairs (or take the cute little escalator) up to the lobby level. You'll see the concierge desk immediately in front of you in the center of the lobby. Walk in that direction, but before you reach it, turn to your left and proceed up the short staircase just in front of you. You should now be in a hallway with obviously new drywall walls and large windows. Tian and Seri will be sitting in one of those window boxes. ☺

Check-in begins at 3:00. If you arrive before that we'd love to see you and hang out, but we can't be sure we'll be ready to check you in. Give one of us a call (see contact information at the end of this packet) and we'll let you know where we are.

- Check in time is between 3 pm and 6 pm. If you are going to arrive after 6 pm on Friday, you must contact Tian Sedai and let her know the anticipated time of your arrival so she may arrange a late check in for you. Please contact her via PM in advance of the event if possible. If circumstances arise that unexpectedly prevent you from arriving before 6, please contact Tian.
- Check in will include:
  - o Confirming your arrival at the site
  - o Obtaining your name badge for the event
  - o Signing liability and photo release forms
  - o Receive program, welcome bag and any new information, etc.
  - o Receiving directions to your room if you're staying in the hotel
  - o Confirmation of tour information for Saturday
  - o Confirmation of emergency contact & health information
  - o Details on time & location for Friday's official ceremonies & toast

## **CHECK-OUT SUNDAY MORNING**

Seri will visit each hotel room between 10:30 and 11:00 AM to check out each group and collect the hotel keys. If you need to leave earlier than this please inform Seri at check-in.

## **NYC SUBWAY SYSTEM**

The NYC Subway can be daunting for visitors, so having an idea of what kind of ticket will work best for you, and some basic guidelines can help you feel more comfortable. If you have any questions just ask! Your NYC-based team is happy to help! The hurricane has interrupted some service, but it's gaining ground each day.

One disclaimer - The MTA (Metropolitan Transportation Authority - agency that runs subway, busses, etc.) performs most of the maintenance for the subway system on the weekend so as to not interrupt as much business travel. Due to this, there can be reroutes or changes that can be tricky to understand. My best advice is just to pay attention, don't panic (you can't get trapped on a subway, worse thing that happens is you have to get off and turn around) and feel free to ask for help. Most New Yorkers are only rude or frustrated if you're getting in their way, and will be happy to help if you get confused.

Our top recommendation before you come to NYC would be to download at least an app or two to your smartphone if you have one that includes a map of the subway system. Do this before you arrive because there is basically no internet when you're underground waiting for a subway. There are many that will be helpful, but some of our favorites are:

NYCMate

hopstop

weekender

## Buying a Ticket

Deciding what kind of ticket you will need will depend on how long you'll be in town and how often you plan to ride the subway. Take a look at the info below and decide what will work best for you. When you arrive to the station there will be automated machines where you can purchase the ticket you want with cash or a credit/debit card.

### **Cost/Price Payment Options**

<u>MetroCard Type</u>	<u>Includes</u>	<u>Cost</u>
Single Ride MetroCard	\$2.50	\$2.50
Pay Per Ride MetroCard	Add cash to card, get 7% bonus credit.	\$20.00
7 Day Unlimited	7 Days of Unlimited Rides	\$29.00
14 Day Unlimited	14 Days of Unlimited Rides	\$51.50

Each ride is \$2.25 (unless you get a single use card - then it's \$2.50), but if you're paying with cash you get the 7% bonus, so it ends up being a charge of \$2.10. So, to make the 7 day pass pay out, you'd have to take at least 14 rides, or an average of 2/day for the full 7 days. If you buy the pay-per-use card you can put as much or as little as you want on the card. \$20 is just a normal amount though.

### **Some General Notes & Tips**

- Ⓢ Each ride is from anywhere to anywhere within the system
- Ⓢ Usually subway entrances serve trains in both directions, but some entrances to the platform only service one direction (e.g. uptown trains or downtown trains) and there's no way to switch sides. Be careful to take note if that's the case because if you have a pay-per-ride metrocard and have to switch sides you'll be charged twice. If you have an unlimited card you have to wait like 15 minutes to use it again so this can be a delay. It will say before you go down the stairs on the sign if it's one direction only.
- Ⓢ When looking at a subway map, express stops are marked by a white dot, local stops are black dots. If you're on an express train it will stop at only the white dots, if you're on a local it will stop at all stops along the route, white and black.
- Ⓢ Most stations are clean, and safe. There are almost never any bathrooms in the stations.
- Ⓢ Listen to the conductor on the PA. Sometimes they're difficult to understand, but they try to speak more clearly if they're telling you something important (like "This train is going express, next station is 125th street." If you're at 59th street, and you wanted to get off at 72nd, get off the train or you'll be turning around when it lets you off at 125th.)
- Ⓢ Enter/exit etiquette: Stand to the side of the door to let people off before you get on
- Ⓢ Remove backpacks if it's crowded
- Ⓢ Eating/drinking is allowed. Don't litter.
- Ⓢ Most stations have an attendant at one entrance or another if you need help.
- Ⓢ Notice the artwork! There's some high-quality art down there and original mosaics & tile work from 100 years ago
- Ⓢ Stay behind the yellow line when waiting for a train - Really
- Ⓢ In Manhattan, Bronx-bound trains are always heading uptown and Brooklyn-bound trains are always heading downtown
- Ⓢ Pay attention to any posted service changes - there will be flyers on basically every pole
- Ⓢ If there's nowhere to sit, hold onto a bar
- Ⓢ The closest stop to the our hotel is 34th St/Penn Station on the 1-2-3 (Red) line, but the 34th street stops on the A-C-E (Blue), N-Q-R (Yellow), and B-D-F-M (Orange) are very close too, and an easy walk.

## **COMMITTEES**

This event would not be possible without the many members who volunteer to help with our committees. If you have questions or concerns regarding the following areas, please see the head of the respective committee:

- Ⓢ Entertainment – Mieriana Sedai – Serinia Sedai substituting for event
- Ⓢ Safety – Sean Gaidin
- Ⓢ Welcome – Tian Sedai

## **HEALTH AND SAFETY**

While every member and guest is expected to be responsible for themselves and their own well being, we do have members in place to help in this regard. Any TarValon.Net Community Admin and those on our safety committee will do their best to help you. Some of them include:

*Serinia Sedai (Director of Events & Conferences and Local Liaison)* - Serinia, or more commonly "Seri," is the local liaison. She can be contacted for information regarding the local area, schedule, activities, general questions, and can be sought out in case of emergency.

*Yelenia Sedai (Mistress of Revels)* - The main event coordinator, Yelenia can help you with any and all questions.

*Sean Gaidin (Safety Leader)* - Contact Sean if you are in need of very basic first aid, a band-aid, or a hang-over remedy. In the event of a medical emergency, we will have you transported to the nearest hospital or clinic.

*Valorian Gaidin (Back-up Local Liaison)* - Valo is very familiar with NYC and is available to help with any local questions.