

## **International Comparisons Conference (PPP/ICP) Travel and General Information**

**(Attendance by invitation only)**

### **Conference dates:**

The dates of the PPP/ICP related workshop at Princeton are Thursday and Friday, May 23 and 24th, 2013.

**Location:** Princeton Campus Club, 5 Prospect Avenue, Princeton, NJ.

### **Funding:**

*Accommodations, domestic travel, and ground transportation* will be direct billed to the Industrial Relations Section (see the following page).

Funding is available for *international travel* through Rob Feenstra. ***Please contact Rob prior to booking your international flight.*** See information on the following page regarding reimbursement of international travel expenses.

### **Hotel:**

A room block is being held for May 22-24th at the Nassau Inn in Princeton.

The Industrial Relations Section will absorb the cost of the Nassau Inn, however we ***must make your reservation by Friday April 19<sup>th</sup>***. Please email [linda1@princeton.edu](mailto:linda1@princeton.edu) with your flight information (domestic and international) so that your hotel room can be reserved.

Note that we will pay only for the room and parking. Any additional charges will be yours to cover.

### **Ground transportation:**

After your flight information is received (emailed to [linda1@princeton.edu](mailto:linda1@princeton.edu)), we will make reservations with A-1 car service to get you to and from the airport. A confirmation will be emailed to you.

If you need to contact A-1 directly, their telephone number is 1-800-367-0070.

**Information for those driving to Princeton NJ:**

<http://princeton.edu/main/visiting>

**Reimbursement of domestic airline expenses:**

*Airfare should be booked as “coach” at the lowest rate in effect.*

For reimbursement please mail the attached form [NON-EMPLOYEE CERTIFICATION.pdf](#) and receipts to:

Yoke Dellenback

University of California, Davis

Division of Social Sciences Research Service Center

2239 Social Sciences and Humanities Bldg

One Shields Avenue

Davis, CA 95616

Participants can also email those documents (in pdf ) to Yoke, if they choose to.

[ypdellenback@ucdavis.edu](mailto:ypdellenback@ucdavis.edu)

**Reimbursement of international airline expenses:**

International flights may be reimbursed through Rob Feenstra, however please contact Rob prior to making your reservations.

After receiving approval from Rob, the same instructions would apply that are listed for “domestic airline expenses” above.