



## 39<sup>th</sup> HIGH TEMPLE WORKSHOP Invitation Package

### 1. INVITEE:

You are cordially invited to attend and participate in the 39<sup>th</sup> High Temperature Polymeric Laminate (High Temple) Workshop, administered by the University of Dayton Research Institute, to be held 4-7 February 2019 at the Hilton Head Marriott Resort and Spa on Hilton Head Island, South Carolina.

### 2. FORMAT:

A tentative agenda is included. A workshop program containing all the abstracts will be available to Workshop attendees at the registration desk in Hilton Head. Presentation material will be made available to all attendees via CD or the NAMIS website by April 1, 2019. All sessions will be unclassified and will be held at the Hilton Head Marroitt Resort and Spa.

### 3. RESTRICTED ATTENDANCE:

The material to be presented and discussed at the Workshop may contain information covered under the International Traffic in Arms Regulation (ITAR) or the Export Administration Regulation (EAR). Because of this, attendance will be restricted to U.S. nationals (citizens or registered aliens). Furthermore, all non-government employees must ensure that their employer is pre-registered with the Defense Logistics Service Center (DD Form 2345, Military Critical Technical Data Agreement). Attendance to the Workshop will be limited to U.S. citizens or permanent U.S. registered aliens (green card holders) eligible to receive export-controlled technical data.

#### **All non-government employees who plan to attend the Workshop must:**

- Have your company immediately fill out and return the Military Critical Technical Data Agreement, DD Form 2345, to the Defense Logistics Service Center (<http://www.dla.mil/HQ/InformationOperations/Offers/Products/LogisticsApplications/JCP/DD2345Instructions.aspx>). If your company is currently registered, you need not register again. Provide the certification number (block 7B of DD 2345) on the High Temple registration form and bring a hard copy of your DD 2345 to the workshop registration desk.
- Bring a photo I.D. to the Workshop (driver's license, Passport, Common Access Card, etc.).
- Bring proof of U.S. citizenship or resident alien card to the Workshop.
- Bring proof of company affiliation to the Workshop. A business card is NOT an acceptable form of proof of employment. An organization photo ID or letter from organization HR department are acceptable.

#### **All government employees and military who plan to attend the Workshop must:**

- Bring a valid photo government I.D. (Common Access Card/Military I.D.) to the Workshop.

#### 4. REGISTRATION:

Advanced registration prior to **Friday 25 January 2019** is required. Forward registration forms to Dan McCray by 25 January 2019, using one of the following registration options:

- A. Register online at the High Temple Workshop website: <http://hightemple.udri.dayton.edu>.
- B. Complete the electronic version of the registration form and e-mail to [daniel.mccray@udri.dayton.edu](mailto:daniel.mccray@udri.dayton.edu)
- C. Mail the completed registration form to: Dan McCray, 300 College Park, Dayton, OH 45469-0051
- D. FAX the completed registration form care of Dan McCray to (937) 656-4419

#### 5. PAYMENT:

The registration fee for the 39<sup>th</sup> High Temple Workshop must be paid using one of the four following options:

- A. Prepay **\$650** prior to 25 January 2019 by sending a check made payable to the UNIVERSITY OF DAYTON to Dan McCray, 300 College Park, Dayton, OH 45469-0051.
- B. Prepay **\$650** using a major credit card. Payments using a credit card must be made prior to 25 January 2019. To pay with a credit card, please register online and pay via the secured payment site. <http://hightemple.udri.dayton.edu>  
***Credit card payments must be made in advance and will not be accepted at the workshop registration desk.***
- C. Pay **\$650** via check made payable to the UNIVERSITY OF DAYTON at the registration desk.
- D. Pay **\$650** in cash at the registration desk.

The payment options listed above are the only accepted methods of payment. In addition, registration cancellations must be received by 25 January 2019 in order to receive a refund. No refunds will be processed after 25 January 2019.

#### 6. LODGING:

All participants are required to make their own lodging and transportation arrangements. Two blocks of sleeping rooms have been set aside for High Temple Workshop attendees at the Hilton Head Marriott Resort and Spa. **THE LAST DAY FOR MAKING ROOM RESERVATIONS AT THE HILTON HEAD MARRIOTT RESORT AND SPA IS FRIDAY, 4 JANUARY 2019.** The group rates WILL NOT be honored after that date. Reservations can be made by calling the Hilton Head Marriott Resort and Spa directly or via the link shown below. Reservations must be guaranteed with a major credit card at the time of reservation. Reservation cancellations must be made at least three days in advance of your day of arrival to avoid forfeiture of the room deposit.

##### *Hilton Head Marriott Resort and Spa*

One Hotel Circle

Hilton Head, South Carolina 29928

Phone: (843)-686-8400

Website: <http://www.marriott.com/hotels/travel/hhhgr-hilton-head-marriott-resort-and-spa/>

- A. **Industry Block:** A discounted rate of \$127 per night + state and local taxes is available for government contractors, academia and private industry attendees. Please mention you are with the High Temple Workshop in order to receive this rate. Link: [High Temple Workshop Group Block](#). Note: the \$25 daily resort fee will be waived for all people reserving rooms in this block at the time of checkout from the hotel.
- B. **Federal Government Block:** A limited number of rooms are available at the 2019 federal government per diem rate (currently \$117 per night). These rooms are reserved for federal government employees and US military attendees traveling on official government business. A valid government identification card and payment with the federal government credit card will be required at check-in to secure the government rate. Non-government employees/military reserving rooms in this block will be relocated into the industry room block. Link: [Government Per Diem Group Block](#). Note: the \$25 daily resort fee will be waived for all people reserving rooms in this block at the time of checkout from the hotel.

Self-parking is complimentary and valet parking is available at a rate of \$18 per day.

## 7. TRANSPORTATION:

Two airports service Hilton Head Island. Maps with directions from these airports to the Hilton Head Marriott Resort and Spa are included in this registration package.

- A. **Savannah/Hilton Head International Airport** (<https://savannahairport.com/>): The Hilton Head Marriott Resort and Spa is located 47 miles from the Savannah/Hilton Head International Airport. Most airlines and car rental companies offer service in Savannah. Complimentary shuttle service is NOT offered to the Hilton Head Marriott Resort and Spa.
- B. **Hilton Head Island Airport** (<http://www.hiltonheadairport.com/>): The Hilton Head Marriott Resort and Spa is located 6 miles from the Hilton Head Island Airport. Airline service is limited to American Airlines with service to/from Charlotte, North Carolina. Complimentary shuttle service is NOT offered to the Hilton Head Marriott Resort and Spa.

## 8. ATTIRE:

Business casual attire is encouraged.

## 9. HIGH TEMPLE WORKSHOP GOLF OUTING

The High Temple Golf Outing will be held the morning of Monday 4 February 2019. The location and format of the outing will be determined at a later date. Players of all skill levels are encouraged to play. If you would like to play, or for more information about the outing, please contact Corey Kondash at [corey.kondash.ctr@us.af.mil](mailto:corey.kondash.ctr@us.af.mil).

## 10. QUESTIONS:

If you have any questions, please contact Dan McCray, UDRI or Mickey McCabe, UTARI.

**Dan McCray**  
Group Leader and Senior Research Engineer  
UDRI  
300 College Park  
Dayton, OH 45469-0051  
Phone: (937) 656-6009  
[daniel.mccray@udri.udayton.edu](mailto:daniel.mccray@udri.udayton.edu)

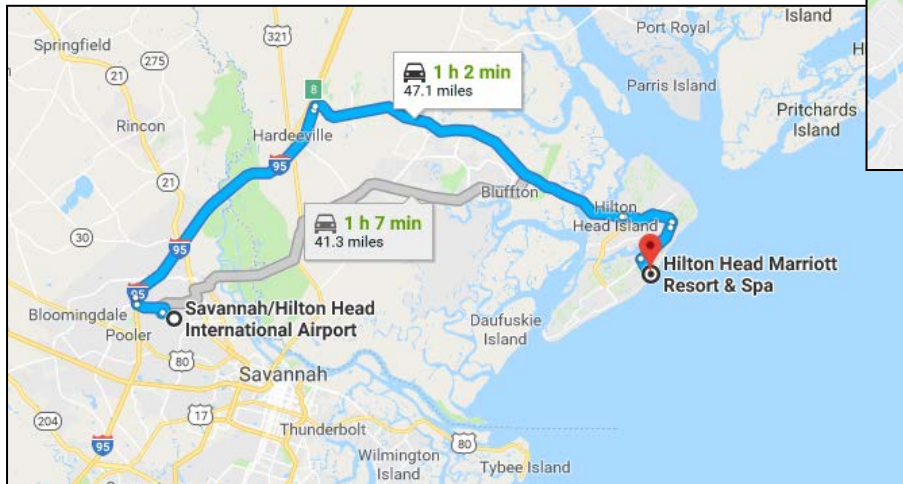
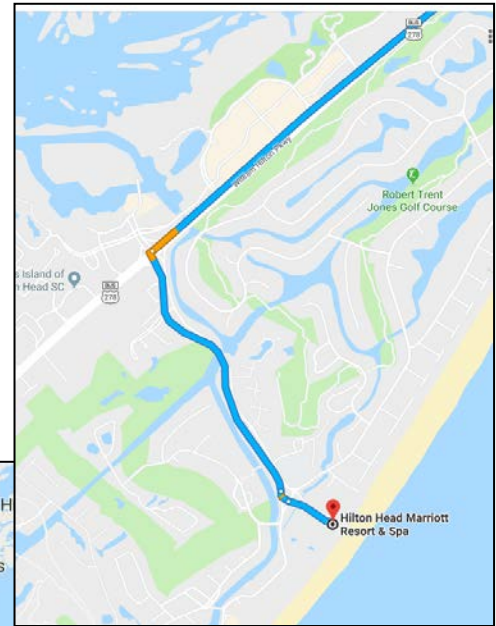
**Mickey McCabe**  
Executive Director  
University of Texas at Arlington Research Institute  
7300 Jack Newell Boulevard South  
Fort Worth, TX 76118  
Phone: 817-272-5900  
[mmccabe@uta.edu](mailto:mmccabe@uta.edu)

**Visit the High Temple Workshop Website at:** <http://hightemple.udri.udayton.edu>

## Directions to Hilton Head Marriott Resort and Spa

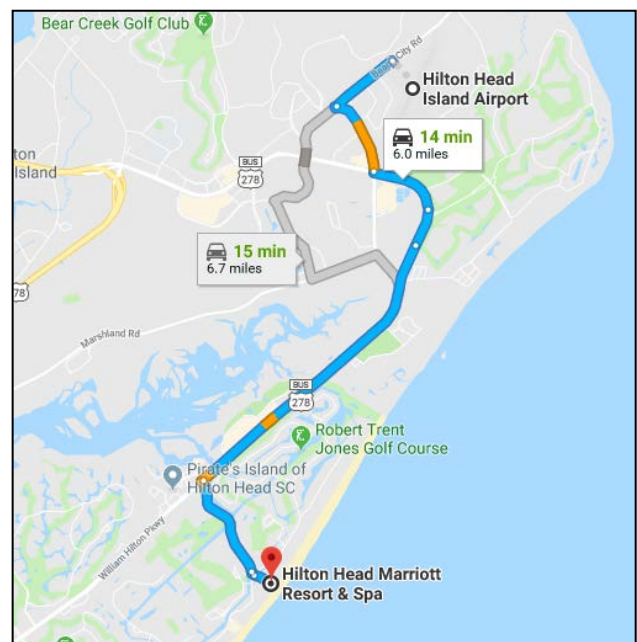
### Savannah/Hilton Head International Airport (47 miles)

- Exit airport and follow signs to I-95 North
- Stay on I-95 North for 16 miles
- Take Exit #8 for US-278 East, towards Bluffton and Hilton Head Island
- Follow US-278 for 20 miles and cross the bridge onto Hilton Head Island
- Stay in the right three lanes to exit toward William Hilton Parkway
- Continue on William Hilton Parkway for 5.7 miles until you reach Queens Folly Road (look for the Palmetto Dunes sign)
- Turn left onto Queens Folly Rd
- Continue ~1/2 mile until you hit the traffic circle
- The hotel will be the second exit on your right



### Hilton Head Island Airport (6 miles)

- Exit airport onto Beach City Rd and turn left.
- At the traffic circle, take the second exit onto Matthews Dr
- Turn left onto William Hilton Parkway
- Take William Hilton Parkway to Queens Folly Rd (look for the Palmetto Dunes sign)
- Turn left onto Queens Folly Rd
- Continue ~1/2 mile until you hit the traffic circle
- The hotel will be the second exit on your right



# HIGH TEMPLE 2019 WORKSHOP REGISTRATION FORM

4-7 February 2019  
Hilton Head Island, SC

## REGISTER NO LATER THAN 25 JANUARY 2019

OPTION #1: ONLINE REGISTRATION: <http://hightemple.udri.udayton.edu>

OPTION #2: E-MAIL FORM TO: [daniel.mccray@udri.udayton.edu](mailto:daniel.mccray@udri.udayton.edu)

OPTION #3: MAIL TO: Dan McCray  
University of Dayton Research Institute  
300 College Park  
Dayton, OH 45469-0051

OPTION #4 FAX: Care of Dan McCray at (937) 656-4419



1. Please list your name **as you wish to see it on your name tag**

Last Name	First Name	Initial
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2. Please complete the following information. The mailing address you provide will be used to send your username and password for the High Temple Workshop Proceedings Database.

Organization \_\_\_\_\_

Division, Dept. or Mail Stop \_\_\_\_\_

Company Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Area Code & Telephone No. \_\_\_\_\_

E-MAIL \_\_\_\_\_

**DD 2345 Certification Number:** \_\_\_\_\_

(required for registration, located in block 7B of DD 2345; enter n/a for government employee)

Please check one:

- I am a US citizen
- I am a legal resident of the US

*Note: proof of citizenship or resident status will be required at check-in.*

3. PAYMENT OPTIONS (please check one):

**Please make all checks payable to the University of Dayton**

A. PREPAY:

- Check or Money Order for \$650 is enclosed
- Check or Money Order for \$650 to be sent separately
- Pre-pay \$650 using a major credit card

*Credit card payments must be made prior to 19 January 2018 and will not be accepted at the registration desk. Please submit credit card payment via online registration.*

B. PAY ON-SITE: Payment of \$650 will be made on-site

- \$650 Cash
- \$650 Check

4. Number of guests accompanying you to the Wednesday Dinner Banquet \_\_\_\_\_

Guest fee is \$30.00 per person.