

PRINCIPLES OF GRAPHIC FACILITATION WORKSHOP LOGISTICS

LOCATION

The Presidio, once the oldest continuously operational military post in the nation, is now a national park and one of the most beautiful and historic sites in the city.

The workshop will be held at the Tides Center, located at 1012 Torney Avenue, San Francisco, California. Please enter in the middle of the building. We will have signs directing you to the workshop.

ATTIRE

The building can be chilly in the morning and warm in the afternoon. We suggest wearing layered, loose-fitting, casual clothing. Dark colors are best, as you will be working with water-based markers.

FOOD & BEVERAGES

We will provide snacks in the morning and afternoon, in addition to coffee, tea, soda and water. You are responsible for your meals. There is a café in the building, with other options nearby. You are welcome to bring food and use our refrigerator/freezer, toaster oven and microwave.

GUIDELINES FOR AIRPORT DEPARTURE

We assume that you will be able to stay for the duration of the workshop. Please note that leaving early will prevent you from gaining the full value of (and satisfaction with) the workshop. It can also be disruptive to the workshop leader and other participants.

For flights from San Francisco (SFO): Departure no earlier than 3 hours after the workshop closes (4:00 P.M. close = 7:00 P.M. or later)

flight)

For flights from Oakland (OAK): Departure no earlier than 4 hours after the workshop closes (4:00 P.M. close = 8:00 P.M. or later flight)

TRANSPORTATION SERVICES

If you are traveling by Bart, there is a free shuttle that goes between the Presidio and the Embarcadero Bart station in downtown San Francisco. It is called the PresidiGo and it is an excellent way to commute to The Grove. You will need a pass to board so contact us if you are interested.

Please Note: Taxis service is sometimes not reliable to and from The Presidio, especially during rush hour. We highly recommend that you download the Uber or Lyft app (if you have a smartphone). Uber and Lyft are popular alternatives to taxi-service in San Francisco and are more reliable for transportation to and from the Presidio.

CABS

Black & White Checker Cabs
(415) 285-3800

Luxor Cab Co.
(415) 282-4141

Yellow Cab Co.
(415) 626-2345 or (415) 333-3333

City Wide Dispatch
(415) 920-0700

AIRPORT SHUTTLE

For shuttle service to the airport, you must make reservations 24 hours in advance. Allow a minimum of one hour for transportation

(see our guidelines for airport departure times). Shuttles generally make several stops.

Super Shuttle
1 (800) 258-3826 or (650) 558-8500
www.supershuttle.com

American Airporter Shuttle
(415) 202.0733
www.americanairporter.com

CaliforniaShuttleBus
1 (877) 225-0287
www.cashuttlebus.com

BART

For more info: <http://www.bart.gov/guide/airport/index.aspx>

Bart SFO Extension is a convenient and inexpensive way to travel from SFO Airport to downtown San Francisco. It is located on the Departures/Ticketing Level of the International Terminal Main Hall. The station also links to the Garage G Air Train stop, which provides an easy transfer to SFO's automated people mover system for quick transportation to all terminals.

MUNI

San Francisco Municipal Transportation Agency
<http://www.sfmta.com/cms/home/sfmta.php>

MUNI operates San Francisco's bus and streetcar system, and connects with BART and other regional transportation agencies. It is a good way to get around town. Note: the best feature of the MUNI website is the "Plan a Trip" — bus routes, transfers, travel time and map all in one.

For additional Bay Area transportation information, see this website:
511.org

Accommodations

The following hotels offer easy access to The Presidio and are organized by location. Other hotels close to the Presidio do exist and you may wish to conduct your own search.

The hotels at Fisherman's Wharf and Union Square are fairly close to our office, however you will need to drive or take a taxi. The cost for a taxi is approximately \$15+ each way.

Please note taxi service is not always reliable to and from our location. Taxis are sometimes unwilling to come to The Presidio, especially on Fridays.

Marina District/Lombard Street – These hotels are within walking distance and some are served by the 43 Masonic bus which stops across from our office.

Hotel Drisco

2901 Pacific Avenue

San Francisco, CA 94115

Reservations: 1 (800) 634-7277 or (415) 346-2880

Web Site: <http://www.hoteldrisco.com>

Distance to Workshop Site: 1.5 miles (approximately)

The Hotel Drisco is a 4.5 star hotel. It is a 15 to 20 minute walk away, with part of the return trip up a very steep hill or stairs.

Travelodge at the Presidio San Francisco

2755 Lombard Street

San Francisco, CA 94123

Contact info: 1 (415) 931-8581

Website is: <http://www.travelodgepresidio.com/>

This is not a fancy hotel, but it is clean and very economical. It is located about 10 minutes from our office, on the quiet part of Lombard Street. There are restaurants and shops close by.

Cow Hollow Motor Hotel

2190 Lombard Street (at Steiner)

San Francisco, CA 94129

Reservations: (415) 921-5800

Web Site: www.cowhollowmotorinn.com

Distance to Workshop Site: 1.0 mile (approximately)

They also offer economical rates. If you decide to stay there, be sure to ask for a quiet room away from Lombard Street if you are sensitive to noise, as there is continuous traffic on this part of Lombard Street.

Union Street Inn

2229 Union Street

(between Fillmore & Steiner)

San Francisco, CA 94129

Reservations: (415) 346-0424

Web Site: www.unionstreetinn.com

Distance to Workshop Site: 1.5 miles (approximately)

Fisherman's Wharf – For a list of other hotels located at Fisherman's Wharf, use the key words 'Fisherman's Wharf hotels in San Francisco' in your web browser.

Holiday Inn San Francisco Fisherman's Wharf

1300 Columbus Avenue

San Francisco, CA 94133

Reservations: 1 (800) 942-7348

Web Site: www.sixcontinentshotels.com/holiday-inn

Distance to Workshop Site: 3 miles (approximately)

Holiday Inn Express Hotel and Suites

550 North Point Street

San Francisco, CA 94133

Reservations: 1 (877) 863-4780 or (415) 409-4600

Web:

www.ichotelsgroup.com/h/d/ex/1/en/hotel/sfonp?requestid=179232

Distance to Workshop Site: 3 miles (approximately)

Hyatt at Fisherman's Wharf

555 North Point Street,

San Francisco, California, USA 94133

Reservations: 1 (800) 233-1234 or (415) 563-1234
Web Site: <http://fishermanswharf.hyatt.com/hyatt/hotels/>
Distance to Workshop Site: 3 miles (approximately)

Union Square

Crowne Plaza San Francisco
Union Square
480 Sutter Street
San Francisco, CA 94108
Reservations: 1 (866) 912-0973 or (415) 398-8900
Web Site: <http://hotel480.com/index.html>
Distance to Workshop Site: 4 miles (approximately)

The Maxwell
386 Geary Street
San Francisco, CA 94102
Reservations: 1 (800) 553-1900 or (415) 986-2000
Web Site: www.maxwellhotel.com/index.html
Distance to Workshop Site: 4 miles (approximately)

Other hotels in downtown San Francisco:

Omni San Francisco Hotel – (415) 677-9494
www.omnihotels.com/FindAHotel/SanFrancisco.aspx

Westin-St Francis Hotel – (866) 379-0399
www.westinstfrancis.com/?src=ppc_google_brand2

Renaissance Stanford Court Hotel – (415) 989-3500
www.marriott.com/hotels/travel/sfosc-the-stanford-court-a-renaissance-hotel/

Grand Hyatt San Francisco – (415) 398-1234
<http://grandsanfrancisco.hyatt.com/hyatt/hotels/index.jsp>

Hotel Nikko San Francisco – 1 (800) 248-3308 or (415) 394-1111 -
www.hotelnikkosf.com/SanFrancisco.html