



NORTH AMERICAN ELECTRIC RELIABILITY COUNCIL

Princeton Forrestal Village, 116-390 Village Boulevard, Princeton, New Jersey 08540-5731

October 30, 2003

TO: TRANSACTION INFORMATION SYSTEM WORKING GROUP

Dear Members:

TISWG December 2003 Meeting Announcement

PLEASE COMPLETE THIS REGISTRATION FORM IF YOU PLAN TO ATTEND THE IS MEETING. ALL FORMS MUST BE RETURNED BY **November 10, 2003**. PROXIES AND GUESTS MUST ALSO REGISTER.

Name:	Company:
Title:	Email:

Location:

Caribe Royale All Suites Resort
8101 World Center Drive
Orlando, Florida 32821
Phone: 407-238-8000/888-258-7502
Fax: 407-238-8400

Schedule:

Tuesday, December 2, 2003 — 1–5 p.m.
Wednesday, December 3, 2003 — 8 a.m.–noon

The hotel is holding a block of rooms for the nights of December 2–3, 2003 for a rate of \$109 queen/double occupancy. The cutoff for sleeping rooms is **Monday, November 10, 2003**. Check in is 4 p.m., and checkout is noon.

The hotel is located about 18 miles from the Orlando International Airport. Mears shuttle service is available outside the baggage claim area and costs \$16 each way. Taxis cost about \$25.

When making your hotel reservations, please be sure to mention “North American Electric Reliability Council/NERC Meeting” so your reservation is credited to our room block. NERC may be charged a penalty if the total rooms blocked for this event are not picked up. Please inform us immediately if you are unable to attend or if you are staying at a different hotel. Also, if you are using an agency for your travel plans, make sure they mention NERC.

Sincerely,

Barbara S. Bogenrief

Barbara S. Bogenrief
Secretary to the Vice President