



Dallas, TX RLC  
Friday, January 12 – Sunday, January 14, 2018

#### Hotel Information

[Hilton DFW Lakes Executive Conference Center](#)

1800 Highway 26E  
Grapevine, TX 76051-9641  
817-481-8444

#### Arrival Information

Chapter member and ABS travel to and from the RLC is the responsibility of the chapter. Please plan to arrive at the hotel no later than 2:00 p.m. on Friday of the conference.

#### Driving Information

For those members driving, there is complimentary self-parking. Each driver should complete a copy of the Designated Driver Guideline and Responsibilities form, located under the Dallas RLC section within the RLC information under the Toolbox on the members only side of the Sigma Kappa website. If your campus allows use of university vehicles for group transportation, please contact Julia Kozicki at national headquarters at [jkozicki@sigmakappa.org](mailto:jkozicki@sigmakappa.org), or 317-872-3275, to verify insurance requirements prior to reserving the vehicles.

If you are using GPS to find directions to the hotel, please enter in: 2009 Anderson Gibson Road, Grapevine, TX, 76051.

#### Air travel

Should you choose to fly to Dallas, the recommended airport is Dallas-Fort Worth International Airport (DFW). When booking return travel, please book a flight that leaves no earlier than 3:00 p.m. on Sunday.

Complimentary ground transportation is available to and from the hotel. You may contact the hotel to request a shuttle in the following ways: by courtesy phones located in baggage claim or by calling the hotel's main number at 817-481-8444. You will be directed to pick up the van at the airport's lower level. The shuttle is white with the hotel's name on the side.

#### Inclement Weather Plan

The decision to cancel the RLC due to inclement weather will be made no later than noon on Thursday prior to the event. If such a decision is made, it will be communicated to all attendees and facilitators via email, phone and social media postings.

For questions about the RLCs, view more information on the members only side of the Sigma Kappa website, or contact:

- Mary Phillips Carlson, director of educational programs, [mphillips@sigmakappa.org](mailto:mphillips@sigmakappa.org), for content-related questions
- Gina Farrar, meeting and events specialist, [gfarrar@sigmakappa.org](mailto:gfarrar@sigmakappa.org), for travel and registration questions