

STUDENT ASSISTANCE SERVICES CORP.

An Alcohol and Drug Abuse Prevention Agency
660 White Plains Road Tarrytown, New York 10591

(914) 332-1300
FAX: (914) 366-8826

Ellen R. Morehouse
Executive Director
E-mail: sascorp@aol.com

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Dear Colleague:

Our records indicate that you have inquired about Project SUCCESS or purchased a manual, and/or attended a training. The next open training session for Project SUCCESS will be conducted on April 1, 2 & 3, 2019 at our office in Tarrytown, New York. The training is approved for 21 continuing education hours for CPP, CASAC, Social Work, and Mental Health Counseling. (See attached flyer).

The cost of the three-day training is \$350 per person and includes manuals and other resource materials. Discounts will be provided for agencies or schools sending three people or more.

For participants needing overnight accommodations, we have blocked rooms at the Sheraton Tarrytown under the name of Student Assistance Services – Project SUCCESS. The discounted rate is being negotiated at this time. We will keep you posted as to when to call the Sheraton directly to make your reservations and be sure to ask for the Student Assistance Services block of rooms. The phone number for the hotel is: 914-332-7900.

If you plan to fly, Westchester County Airport (HPN) is approximately 20 minutes from the hotel, followed by LaGuardia Airport (LGA) which is approximately 40 minutes from the hotel, followed by Kennedy Airport (JFK) which is approximately 60 minutes from the hotel.

If you are not renting a car, you can call any of the following car services in advance for transportation from the airport to the hotel. (The car services are much less expensive than a taxi):

- *Pete's Car Service at (914) 668-0890 \$86 from LGA or \$96 from JFK (private service)*
- *Westchester Car & Limo (800-452-4225) \$84 from LGA or \$94 from JFK (private service)*
- *Red Dot Airport Shuttle (800) 673-3368 (shared service) is \$45 from either airport. You may wait up to 45 minutes.*

If you or another staff member are planning to attend, please complete the attached registration form and fax it to Christine D'Annibale at (914) 366-8826 with your Purchase Order by January 16, 2018 or mail it to our address with your check.

Sincerely,

Ellen R. Morehouse

Attachments