



**LEReC Laser Review**  
**Thursday, November 8- Friday, November 9, 2018**  
**Held at Collider-Accelerator Department**  
**Building 911, 2<sup>nd</sup> Floor, Large Conference Room**

**Logistics / Visitor Information**

**Coming to BNL:** All **Non-US citizens** must have an active BNL Guest Appointment.

**ID Requirements for Guests & Visitors:** <https://www.bnl.gov/guv/ID.asp>

**Site Access:** U.S. citizens must bring photo-identification that has been issued by the federal government, such as a passport, or by your state government, such as a current driver's license or a photo-identification card issued to non-drivers by a state's motor vehicles department. Please be aware, however, that some states issue driver's licenses that do not have photographs or that are marked with the statement "cannot be used for identification purposes;" these documents, therefore, cannot be used for photo-identification. If you have a valid BNL Guest Badge, please bring it with you.

**Main Gate Access:** When you arrive at BNL's **Main Gate**, inform the guard that you are attending the "LEReC Laser Review." The guard will direct you to the **Entrance Trailer**, where you will need to present your name with photo ID, as stated above. **All non-US citizens must also stop at the GUV Center, Bldg. 400 upon arrival; please be sure to bring your passport with you.**

**Computer Network Access:** BNL Conference Key: AD-35886. IT support will be present before and during the review to assist with any issues connecting online. BNL policy requires that all computing devices connected to BNL's network be registered in our Network Access Registration system. When you ask to join the BNL wireless service "Corus", you will be directed to a registration page. Computer Network Access/General information can be found here: <http://www.bnl.gov/wireless/>

**Maps and Directions:** Directions to BNL - <https://www.bnl.gov/maps/>  
Directions to Review Location (Bldg 911)- <https://www.bnl.gov/maps/911map.php>

**Tour:** A tour of IR12 and Laser Trailer will take place on 11/8 at 1:00 pm.  
Safety Requirements: Long pants and flat, close-toe shoes.

**Meals (for committee):** We ask for the committee, to provide, up front, the GSA amount for meals (2 lunches at \$18 each)/(1 dinner at \$31), totaling \$67. Please contact either Linda Sinatra 631-344-6042, [sinatra@bnl.gov](mailto:sinatra@bnl.gov), or Sherma John-Abbott, 631-344-4673, [sherma@bnl.gov](mailto:sherma@bnl.gov), with your credit card information and provide the following account code: 91025/91025-2510 LER. Alternatively, we can accept a U.S. check payable to Brookhaven Science Associates, or cash. **Meals will NOT be deducted on your expense report.** Instead you will be reimbursed for the full daily per diem for Suffolk County, which has been raised from \$64 to \$71, travel days at 75%.

**For more visitor information:** <https://www.bnl.gov/visiting/>

**Administrative Contacts:**

Lynanne DiFilippo, [difilip@bnl.gov](mailto:difilip@bnl.gov), 631-344-4619  
Alyssa Petrone, [apetrone@bnl.gov](mailto:apetrone@bnl.gov), 631-344-7735