

NEW YORK CITY

New York, the largest city in the U.S., is the country's center for finance, advertising, publishing, fashion, and broadcasting. New York is the commuter and commercial center of the "Tri-State area"—New York, New Jersey, and Connecticut. Although people often consider New York City and Manhattan to be one and the same, Manhattan is just one of five areas in the city: the **Bronx, Brooklyn, Manhattan, Queens, and Staten Island**.

Manhattan is a wee slip of an island (23 square miles) wedged between New Jersey, the Bronx, and Long Island. The main commercial centers in Manhattan lay south of Central Park and consist of **Midtown East** and **Midtown West** (collectively **Midtown**) and **Lower Manhattan/the Financial District**. The Chelsea and SoHo districts (located between Midtown and Lower Manhattan) boomed in the 1990s as the place to be for hip media and Internet companies (Silicon Alley is in Chelsea) and trendy upscale hotels and restaurants. The hotels and restaurants are still there; most of the Internet companies aren't.

Midtown East is the location of Grand Central Station, the MetLife Building, Rockefeller Center, Citicorp Center, the Empire State Building, Madison Avenue, and the Park Avenue strip of office towers (including the Seagram's Building). Businesses located in Midtown East—Citicorp, Lever Brothers, and Mobil, to name a very few—tend toward the more upscale and traditional, in comparison to the neon glitz of Times Square, the stylishness of Chelsea, and the conservative blue suits of Wall Street. Manhattan's grand hotels are located primarily in Midtown East, mostly along Lexington Avenue and near Central Park.

Midtown West is the location of Penn Station, the Javits Center, Macy's/Herald Square, and Times Square. Viacom, Bertelsmann, and Morgan Stanley are all headquartered in Times Square.

Wall Street and the New York Stock Exchange are located at the southernmost tip of **Lower Manhattan**. This is the location of the World Trade Center site; the Battery Park City office and residential complex are located at the westernmost edge of the area.

Other important areas in the New York Metro and Tri-State areas are **Nassau and Suffolk Counties** (in Long Island), **Westchester County** (New York), **Stamford** (Connecticut), and **northern New Jersey**. All are within a 100-mile radius of Manhattan and convenient to the airports covered in this section.

Nassau and Suffolk Counties were traditionally known as a center for defense-oriented manufacturing. (Northrup Grumman is located in Bethpage.) Today their many small towns and suburban communities are home to diversified manufacturing, service, and technology companies, such as Computer Associates and Cablevision. The westernmost edge of Nassau County is about 30 miles east of Midtown Manhattan; Suffolk County is located to the east of Nassau County.

Westchester County is the location of corporate offices for Pepsi, Kraft Foods, ITT, and Readers Digest. White Plains, the county's largest city, is about 25 miles north of Midtown Manhattan.

Stamford, located in the southern tip of Connecticut, is about 35 miles northeast of Midtown. Stamford boasts an extraordinarily diverse economic base and serves as the business center of Fairfield County. Major companies headquartered in Stamford include Pitney Bowes, Clairol, and the Xerox Corporation. General Electric is located in nearby Fairfield.

Within an hour's drive or train ride from Manhattan, **northern New Jersey** is peppered with many of the world's leading corporations. Exxon, General Motors, and Lucent Technologies all have operations in Union County; Honeywell and Nabisco are located in Morris County; Prudential Insurance and Verizon have major operations in Newark. New Jersey is a major center for the pharmaceutical industry, with Johnson & Johnson (New Brunswick), Bristol-Meyers Squibb (Princeton), Merck (Whitehouse Station), Schering-Plough (Madison), American Home Products (Madison), Novartis (East Hanover), and Warner-Lambert (Morris Plains) all located in northern New Jersey.

The New York metro area and adjacent Tri-State area are served by several airports. JFK, LaGuardia, and Newark are the three major airports; Islip and Westchester are the two regional airports. Teterboro in Northern New Jersey is a popular general aviation airport.

Fast Facts: New York City

Time Zone: Eastern

Area Codes:

Manhattan: (212, 646, 917);

Queens, Staten Island, the Bronx, and Brooklyn: (718, 347, 917);

Westchester County (914);

New Jersey (201, 551, 973, 862, 609, 908, 732, 848);

southwestern Connecticut (203, 475);

Nassau County (516);

Suffolk County (631)

(Note: You need to dial the 212 and 646 area codes for all local calls in NYC.)

Sales Tax: 8.25%

Hotel Taxes: 15.25%

Rush hour: 7:30 a.m.-9:30 a.m. into the city; 5 p.m.-7 p.m. out of the city

(Note: Trips out of the city on summer Friday evenings 3:30 p.m.-7 p.m. and into the city on summer Sunday evenings 5 p.m.-9 p.m. can be even longer because you'll find yourself stuck in bridge and tunnel traffic with New Yorkers heading out to and returning from their weekend getaways.)

INFORMATION SOURCES

Chamber of commerce: Manhattan Chamber of Commerce

☎ 212.479.7772 🌐 www.manhattancnc.org

Visitors bureau: NYC and Company Convention and Visitors

Bureau ☎ 212.484.1200 🌐 www.nycvisit.com (Web site has a great interactive map of Manhattan under its Visitors tab.)

Local newspapers: *The New York Times*

🌐 www.nytimes.com, *New York Daily News*

🌐 www.nydailynews.com, *New York Post*

🌐 www.nypost.com

Local traffic: 🌐 traffic.nypost.com

Local weather: 🌐 www.ny1.com

Restaurant reviews: 🌐 www.newyorkmetro.com,

🌐 www.nytimes.com

Hotel referrals: 🌐 hotels.newyork.com

GETTING THERE

JOHN F. KENNEDY INTERNATIONAL AIRPORT

Fast Facts: JFK Airport

Airport Code: JFK

📍 Jamaica, Queens, NY 11430

🌐 www.kennedyairport.com

☎ 718.244.4444

Lost and Found: ☎ 718.244.4225

Ground Transportation and Parking:

☎ 1.800.247.7433

Drive time to Midtown Manhattan: 45 minutes

(1 1/2 hours during rush hour)

Drive time to Downtown Manhattan: 45 minutes
(1 1/2 hours during rush hour)

Drive time to White Plains: 1 hour (1 1/2 hours during
rush hour)

Drive time to Stamford: 1 hour (1 1/2 hours during
rush hour)

JFK is located in the southeastern section of Queens County, New York City, on Jamaica Bay. It is 15 miles by highway from Midtown Manhattan.

There has been a tremendous amount of construction at JFK over the past 4 to 5 years, with the renovation and construction of terminals and the new AirTrain light rail system. AirTrain is expected to be operational in late 2003 and will connect eight terminals and provide service to NYC subway and Long Island Railroad stations. Construction is expected to continue until 2007, particularly around American Airlines terminals 8 and 9. Because of this construction, the airport recommends allowing extra travel time if you are headed to American's terminals. (Look under Construction Alerts on the JFK Web site for updates.) Even without construction delays, getting around the airport can take 10 to 15 minutes. The most congested air traffic times at the airport are between 3 p.m. and 8 p.m.

JFK's Central Terminal Area (CTA) consists of nine separate airline passenger terminals (1-9).

The new two-level **terminal 1** serves Air France, Japan Airlines, Korean Air, and Lufthansa. It consists of 11 gates, retail shops, and restaurants. The best shopping at JFK is located here, if you have time to kill; retail establishments include American Clothier, Clinique/Estee Lauder, Coach, Ferragamo, and Hermés. This terminal also houses a wine bar and brew pub.

Delta is located in **terminals 2 and 3**, which are connected by an enclosed, elevated pedestrian walkway. Terminal 2 has a newsstand, the Links on Tap restaurant, and a handful of other places to grab a quick bite. Terminal 3 is a bit more lively, with eight stores—including Press Relay Newsstands, Sunglass Hut, Swarovski, and Tie Rack—and a number of eateries—including Burger King, Chili's, Great American Bagel, Manchu Wok, Sam Adam's Pub, Sbarro, and Starbucks. A cellular phone rental facility is located in the arrivals area of terminal 3.

Terminal 4 opened in 2001 and serves international carriers, as well as ATA, Continental, and Northwest. It has 6 retail shops, 17 bistros, and other eateries, all housed in a mall-like environment. Retail establishments include Dean & DeLuca, DKNY, I.Santi, W.H. Smith, and H. Stern; eateries include Cafe Ritazza, Cucina Express, Delancey's Bar, and Krispy Kreme.

Terminal 5 is temporarily closed.

JetBlue recently moved into **Terminal 6** and is in the process of expanding retail and restaurant options. Pre-security you will find a handful of retail and food kiosks. Deep Blue Sushi, a full-service restaurant, Times Square Lounge, and Central Park Cafe, a cafeteria-style eatery are all located post-security, as are a large newsstand and a variety of sandwich, pizza, and coffee options. Near gates 1-9 there is an ATT Internet phone.

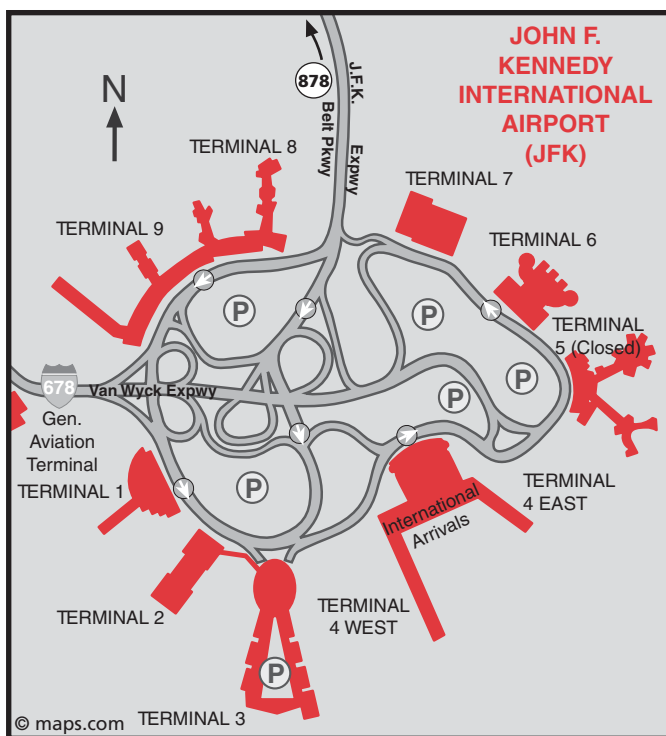
Terminal 7 underwent major renovation in the late 1990s; British Airways and United Airlines are joint tenants. A handful of retail and food establishments are located here, including AltiTUNES, Antonios, Hudson Books, Hudson Luggage, Hudson News, Latitude restaurant, Mindworks (Discovery Channel Store), McDonald's, and PEETS Coffee.

Terminals 8 and 9 are connected by an interior concourse and a ground-level sidewalk. Terminal 8 houses American Airlines' international flights, in concourses A and B. Terminal 9 serves American's domestic destinations, in concourses C and D. In 1999, American Airlines began construction of a new terminal complex to replace terminals 8 and 9; this new 2.2 million square-foot complex will house a 10,000 square-foot retail and concession space and will be the largest terminal at JFK. The new terminal is scheduled for completion in 2007. Currently, AltiTUNES, Brookstone, Hudson News, Sunglass Hut, and Tie Rack have locations in both terminals; the Book Corner is located in terminal 9. Restaurants include Au Bon Pain (T8 and T9), Broadway Brewing Co. (T8), The Grove (T8 and T9), Nathan's (T8), Sbarro (T8 and T9), Starbucks (T9), and T.G.I. Fridays (T9).

To travel between terminals, use the red, white, and blue "Bus To Other Terminals." These buses connect terminals 1 through 9 and leave every 5 to 15 minutes. During the peak afternoon hours, a one-way trip between terminals

could take as much as a half hour. Another option is to take a Yellow Cab, which can take 5 to 15 minutes and cost \$3 to \$9. Your best bet for getting around the airport is AirTrain, if it's open. A trip around the Central Terminal Area takes about 8 minutes.

AIRPORT MAP



DOMESTIC AIRLINES

JFK is a hub for JetBlue.

| Airline | Terminal |
|----------------------------------------|----------|
| America West | 7 |
| American (Domestic and Puerto Rico) | 9 |
| American (International and Caribbean) | 8 |
| American Eagle | 9 |
| ATA | 4 |
| Continental | 4 |
| Continental Connection | 4 |
| Continental Express | 4 |

| | |
|------------------|---|
| Delta | 3 |
| Delta Connection | 3 |
| JetBlue | 6 |
| Northwest | 4 |
| Song | 2 |
| United Airlines | 7 |
| United Express | 7 |

INTERNET ACCESS

Dial-up/High-speed access: About half the phone banks in the airport have data ports; some have ATT's Public Payphone 2000 with high-speed Internet access.

WiFi: Both American Admirals Clubs and Delta Crown Rooms have wireless access by T-Mobile.

BUSINESS SERVICES

Travel Ex

☛ Terminal 4 (on the shopping concourse by gate A)
☎ 718.656.1691

Self-service business center with two private workstations (with dial-up Internet access), one conference room, computer rental, and copy and fax services.

AIRLINE LOUNGES

American Airlines Admirals Club

☛ Terminal 8 (third floor, concourse B, above the international ticket lobby) ☎ 718.632.3044
🕒 5:30 a.m.–11:15 p.m. daily **Conference room reservations:** ☎ 800.237.7971 ext. 535

Executive center with seating for 370. Includes standard amenities plus 12 workstations, data ports on phones, laser printer, FedEx, private phone booths, notary service, and paper shredder. The facility has 8 conference rooms with varying seating capacity, ranging from 1 to 4 through 10 to 12; rooms are equipped with speaker-phones, presentation boards, presentation rails, cassette recorders, dictation machines, and a datashow projector.

☀ Wireless Internet access provided by T-Mobile.

American Airlines Admirals Club

☛ Terminal 9, Mezzanine level outside the security checkpoint (above the ticket counter, between concourses C and D) ☎ 718.632.3093 🕒 5:30 a.m.–7:30 p.m. Monday–Friday; 5:30 a.m.–6:30 p.m. Saturday and Sunday **Conference room reservations:** 800.237.7971 ext. 535

Seating for 165. Standard amenities plus data ports, laser printer, notary service, FedEx, and shower facilities.

☀ Wireless Internet access provided by T-Mobile.

Delta Air Lines Crown Room Club

☛ Terminal 3 (gate 6) 🕒 5:30 a.m.–10:15 p.m. daily

Medium-sized facility with standard amenities plus workstation, computers, printer, phones with data ports, business center, quiet zone and two conference rooms.

☀ Wireless Internet access provided by T-Mobile.

United Airlines Red Carpet Club

☛ Terminal 7 (one level above ticket counter)
☎ 718.632.1382 🕒 5:30 a.m.–7 p.m. daily (summer hours: 8:30 a.m.–8:30 p.m.)

Services include standard amenities plus workstations with dial-up Internet access, and two conference rooms (each seat 6).

GROUND TRANSPORTATION

Ground Transportation Centers with courtesy phones for rental cars, car services, buses, and shuttles are located in the baggage claim/arrivals level of all terminals. Pickup locations are curbside.

Your best bet for getting to Manhattan is by cab, car service, or (if you're budget-conscious and your destination isn't too far from the bus drop-off point) the New York Airport Service Express Bus.

For additional transportation options, call Air Ride (☎ 800.247.7433, or go to the JFK Web site). This is a great service for information about transportation between JFK and New York City's five boroughs, Westchester, upstate New York, Long Island, Connecticut, New Jersey, and Pennsylvania.

Rental Cars

Five rental car companies operate at JFK. The rental car facilities for all five companies are located along the Van Wyck Expressway near the entrance to the airport. Each terminal's arrivals level has either a rental car counter or courtesy telephone. Shuttle buses pick up curbside in front of each terminal's arrival level. Depending on traffic in the airport, the shuttle ride can take 5 to 15 minutes.

Located at the airport: Avis, Budget, Dollar, Hertz, and National

Taxis

Taxis are available 24 hours a day at taxi stands in front of the terminals; look for uniformed taxi dispatchers. The flat rate to Manhattan is \$35, plus tip and tolls. For trips to Westchester and Nassau Counties, fares are based on the amount on the meter for the portion of the trip inside NYC limits, plus two times the amount shown on the meter for the portion of the trip outside the city limits, plus tip and tolls. Fares to all other locations (other than Newark Airport, which is the amount on the meter plus \$10) are negotiated between passenger and driver.

Limousines

Taking car services to and from New York airports is standard operating practice for New York business types; in

fact, many companies have accounts that allow their employees to pay with vouchers. For more information on car service companies and referrals, see page 137.

You have two options when taking a car service from JFK. You can call from the Ground Transportation Center when you land, or you can make a reservation prior to your arrival—also called Meet and Greet service. If you opt for Meet and Greet, your driver will be waiting for you at the baggage claim holding a card with your name on it. There is a premium charge of \$15 to \$25 for this service. Should you choose to call when you arrive, most car services claim they will have a car pick you up curbside within 10 minutes.

Car service fares (plus tip and tolls) can vary widely by company based on time of day and destination. The average price to Manhattan is \$35; to White Plains, \$75; and to Stamford, \$95.

Share-Ride Shuttles

The **New York Airport Service** bus service (☎718.875.8200

www.nyairportsservice.com) to Midtown West has stops at the Port Authority Bus Terminal (42nd Street and 8th Avenue) and Penn Station (34th Street and 7th Avenue). The service to Midtown East has stops at Grand Central Terminal (Vanderbilt Avenue and 42nd Street). Transfers are also available to hotels between 33rd and 57th Streets, for an additional \$2. The one-way fare is \$13.

Outside baggage claim, look for the customer service representatives or the Bus Stop sign. Bus stops are located outside the baggage claim area at every terminal. Buses pick up every 15 to 30 minutes from 6 a.m. to 11:10 p.m. The trip is 1 hour and 20 minutes to Port Authority, 1 hour and 15 minutes to Penn Station, and 1 hour to Grand Central.

SuperShuttle (☎212.258.3826/800.258.3826 www.supershuttle.com) provides service to Manhattan for a \$17 one-way fare. Reservations are not required for pickup at the airport. When you land, call SuperShuttle from the courtesy phone in the Ground Transportation Center. The wait is about 20 minutes.

Connecticut Limousine

(☎800.472.5466/203.878.6867

www.ctlimo.com) provides service to Connecticut and Westchester County from all terminals at JFK. Buses leave every 1 to 2 hours, depending on the time of day. Fares range from \$37 to \$60.

Public Transportation

Until the AirTrain (www.airtrainjfk.com) service is operational, public transportation is not recommended for most business travelers. AirTrain will provide service to Jamaica Station in Queens, with transfers to Long Island Rail Road trains, three New York City subway lines (E, J, and Z), and a dozen local bus lines. It will also run to the Howard Beach subway station A line.

Total time from JFK to midtown Manhattan will take under 45 minutes, a trip that now can take 2 hours or more if you hit bad traffic.

LAGUARDIA AIRPORT

Fast Facts: LaGuardia Airport

Airport Code: LGA

Flushing, NY 11371

www.laguardiaairport.com

☎718.533.3400

Lost and Found: ☎718.533.3988

Ground Transportation and Parking:

☎800.247.7433

Drive time to Midtown Manhattan: 20 to 30 minutes (1 hour during rush hour)

Drive time to Downtown Manhattan: 20 to 30 minutes (1 hour during rush hour)

Drive time to White Plains: 55 minutes (1 1/2 hours during rush hour)

Drive time to Stamford: 55 minutes (1 1/2 hours during rush hour)

LaGuardia Airport is located in Flushing, New York (Queens), about 8 miles from Midtown Manhattan. LGA is convenient to New York City, Long Island, Westchester, and Southwestern Connecticut. From LaGuardia, Delta Shuttles fly to Boston's Logan Airport and to Washington's National Airport; US Airways Shuttles also fly to Logan and National.

The airport has four separate terminals—the **Central Terminal Building**, **Delta Terminal**, **US Airways Terminal**, and the **Marine Air Terminal**. LaGuardia's Central Terminal, with four concourses, serves most of the

major domestic carriers and Air Canada. The US Airways Shuttle operates out of the US Airways Terminal, and the Delta Shuttle runs out of the Marine Air Terminal (located about a mile from the Central Terminal).

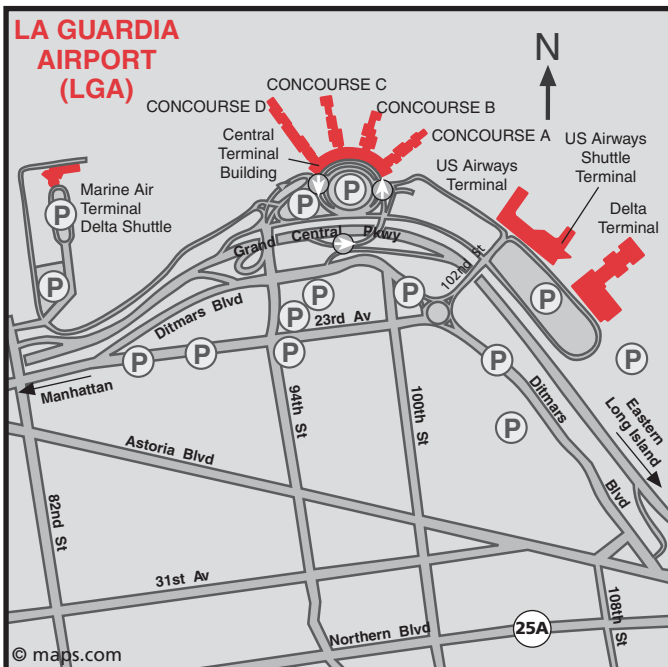
The recently renovated **Central Terminal Building** has the largest selection of retail and restaurant establishments, most of which are located pre-security in the LaGuardia Marketplace (near concourse B). Retailers include Barbara's Bestsellers, Brookstone, Discover New York, GNC, InMotion Pictures, Lids, and Music Express. Dining options in LaGuardia MarketPlace include Asian Chao, Brooklyn National Deli, Coffee Beanyery, Famous Famiglia, and Figs Restaurant (a critically acclaimed fine-dining restaurant). A smaller food and retail court near American Airlines' ticketing includes Hudson News, the Metropolitan Museum of Art Store, Sprint PCS, and Sunglass Hut. Dining in this food court consists of Au Bon Pain, Sbarro, and Wendy's.

Three brand-new full-service bar/restaurants have been added to the Central Terminal Building, all of which are pre-security—Akoya (near gate D), Jet Rock Bar and Grill (near gates A and D), and Newsbreak (near gate B). In addition, Au Bon Pain kiosks (gates A, B, and C), Figs Café (gate D), and Pretzel Time (gates A, B, C, and D) are located post-security.

All concessions in the **US Airways Terminal** are post-security. Retailers include AltiTUNES, Benjamin Books, Brooks Brothers, Hudson News, Leather Care, and Paradies Gifts. Restaurants include Antons, Europa Café, and Sbarro.

Delta Terminal retailers include AltiTUNES, The Grove, Paradies Gifts and News, and the PGA Shop. Food and beverage establishments include Burger King, Chili's, Fox Bar and Restaurant, Marguerita Bar, Nathan's, Sbarro Express, and Starbucks. The small **Marine Air Terminal** has a Hudson News and the Yankee Clipper and Terminal Café for food and beverages.

AIRPORT MAP



DOMESTIC AIRLINES

| Airline | Terminal |
|---------------------|---------------------|
| America West | Central Terminal |
| American | Central Terminal |
| American Eagle | Central Terminal |
| ATA | Central Terminal |
| Comair | Delta Terminal |
| Continental | Central Terminal |
| Continental Express | Central Terminal |
| Delta | Delta Terminal |
| Delta Connection | Delta Terminal |
| Delta Shuttle | Marine Air Terminal |
| Frontier Airlines | Central Terminal |
| Midwest Express | Central Terminal |
| Northwest | Delta Terminal |
| Song | Delta Terminal |
| Spirit | Central Terminal |
| United | Central Terminal |
| United Express | Central Terminal |
| US Airways | US Airways Terminal |
| US Airways Express | US Airways Terminal |
| US Airways Shuttle | US Airways Terminal |

INTERNET ACCESS

Internet kiosks: Located throughout the Central Terminal Building

High-speed access: LapTop Lane

☀ **Wi-Fi:** Available throughout the Central Terminal Building (Wayport); Delta Crown Room (T-Mobile); American Airlines Admirals Club (T-Mobile)

BUSINESS SERVICES**Laptop Lane**

☛ Central Terminal (lower level Marketplace)
☎ 718.424.1301 📠 718.397.2357

Services include private workstations with computers, unlimited Internet access, unlimited phone calls (local and domestic long-distance), printing, copying, and faxing. Also provides travel items such as power adapters, cases, CD players, MP3 players, headphones, batteries, and so on. This location has a conference room. Workstation rates are \$5 for the first 5 minutes, and \$.65 per minute thereafter.

Business Travelers Services

☛ Central Terminal (post-security in each concourse)

Self-service business centers offering fax service, currency exchange, ATMs, and Internet kiosks.

AIRLINE LOUNGES**American Airlines Admirals Club**

☛ Concourse D (across from gate 3, inside the security checkpoint) ☎ 718.476.4030 🕒 5 a.m.–9 p.m.

Sunday–Friday; 5 a.m.–7 p.m. Saturday **Conference room reservations:** ☎ 718.476.4081

Seating for 241. Standard amenities plus data ports, laser printer, FedEx held for pickup, and an Executive Center with eight conference rooms and secretarial service.

☀ Wireless Internet access provided by T-Mobile.

Continental Airlines Presidents Club

☛ Concourse A (3rd level) ☎ 718.505.7435

🕒 5:30 a.m.–7 p.m. Sunday–Friday; 5:30 a.m.–4 p.m. Saturday

Standard amenities plus workstations with dial-up Internet access, one conference room (seats 6).

Delta Air Lines Crown Room Club

☛ Delta Terminal (concourse Level, inside security before gate 2) 🕒 4:30 a.m.–9 p.m. daily

Standard amenities plus workstations, dial-up Internet access, computers, printer, business center, quiet zone, and two conference rooms. ☀ Wireless Internet access provided by T-Mobile.

Northwest Airlines WorldClubs Lounge

☛ Delta Terminal (through the security gate on the departure level) ☎ 718.476.7196 🕒 5:30 a.m.–9 p.m. Sunday–Friday; 5:30 a.m.–7:30 p.m. Saturday

Standard amenities plus workstations with dial-up Internet access, computers with print capabilities, and one conference room (seats 6).




United Airline Club

☛ Main Terminal (departures level, behind the United ticket counter) ☎ 718.476.4920 🕒 5 a.m.–8 p.m.

Monday–Friday; 6 a.m.–6 p.m. Saturday; 6 a.m.–8 p.m. Sunday

Standard amenities plus workstations with dial-up Internet access and three conference rooms. (Two rooms seat 6; one seats 10.)


US Airways Club

 US Airways Terminal (in food court next to Brooks Bros.)  718.533.2536  5:15 a.m.–9:15 p.m. Monday–Friday, 5:15 a.m.–6:45 p.m. Saturday, 5:45 a.m.–8:45 p.m. Sunday

Standard amenities plus workstations with dial-up Internet access and three conference rooms (all seat 6).

GROUND TRANSPORTATION

Ground Transportation Information is available in the baggage claim/arrival areas of all terminals. All service arrangements can be made at these counters.

For additional transportation options, call Air Ride ( 800.247.7433, or go to the LaGuardia Web site). This is a great service for information about transportation between LaGuardia and New York City's five boroughs, Westchester, upstate New York, Long Island, Connecticut, New Jersey, and Pennsylvania.

Rental Cars

Shuttle buses pick up outside baggage claim of each terminal. There are no rental car centers on airport grounds; Hertz and Avis centers are located at the Marine Air Terminal. Budget, Dollar, and National are located about 1 1/2 miles from the airport.

Located at or near the airport: Avis, Budget (83-34 23rd Avenue), Dollar (22-61 94th Street), Hertz, and National (95-10 Ditmars Blvd.)

Taxis

Three taxi stands are located outside the baggage claim area at the Central Terminal Building, at either end and in the center. If there is a long line at the stand outside your baggage claim area, head to a different stand. All other terminals have one stand each.

The meter fare to Manhattan is \$18 to \$26 plus tip and tolls. For trips to Westchester and Nassau Counties, fares are based on the amount on the meter for the portion of the trip inside NYC limits, plus two times the amount shown on the meter for the portion of the trip outside the city limits, plus tip and tolls. Fares to all other locations (other than Newark Airport, which is the amount on

the meter plus \$10) are negotiated between passenger and driver.

Limousines


Taking car services to and from New York airports is standard operating practice for New York business types; in fact, many companies have accounts that allow their employees to pay with vouchers. For more information on car service companies and referrals, see page 137.

You have two options when taking a car service from LaGuardia. You can call from the Ground Transportation Center when you land, or you can make a reservation prior to your arrival—also called Meet and Greet service. If you opt for Meet and Greet, your driver will be waiting for you at baggage claim holding a card with your name on it. There usually is a premium charge of \$15 to \$25 for this service. Should you choose to call when you arrive, most car services claim they will have a car pick you up curbside within 10 minutes.


Car service fares (plus tip and tolls) can vary widely by company based on time of day and destination. The average price to Manhattan is \$25; to White Plains, \$60; and to Stamford, \$80.


Share-Ride Shuttles

The **New York Airport Service** bus service ( 718.875.8200

 www.nyairportservice.com) to Midtown West has stops at the Port Authority Bus Terminal (42nd Street and 8th Avenue) and Penn Station (34th Street and 7th Avenue). The service to Midtown East has stops at Grand Central Terminal (Vanderbilt Ave. and 42nd Street). Transfers are also available to hotels between 33rd and 57th Streets for an additional \$2. The one-way fare is \$10.

Bus stops are located outside the baggage claim area at every terminal. Look for customer service representatives or the Bus Stop sign. Buses pick up every 15 to 30 minutes from 6:40 a.m. to 11 p.m. The trip is 50 minutes to the Port Authority, 1 hour and 10 minutes to Penn Station, and 45 minutes to Grand Central.

SuperShuttle ( 212.258.3826/800.258.3826

 www.supershuttle.com) provides service to Manhattan for a \$15 one-way fare. Reservations are not required for pickup at the airport. When you land, call SuperShuttle from the courtesy phone next to the Ground Transportation Desk; the wait is about 20 minutes.

Connecticut Limousine

(☎ 800.472.5466/203.878.6867

(www.ctlimo.com) provides service to Connecticut and Westchester county from all terminals at LaGuardia. Buses leave every 1 to 2 hours, depending on the time of day. Fares range from \$37 to \$60.

Westchester Express (☎ 800.910.5466) provides service to Westchester, for approximately \$37. Reservations are required; call from the Ground Transportation Center when you arrive. Car and limousine service also is provided.

Public Transportation

Not recommended for most business travelers.

NEWARK LIBERTY INTERNATIONAL AIRPORT**Fast Facts: Newark Liberty International Airport****Airport Code:** EWR

(☎ Newark, NJ 07114

(www.newarkairport.com

(☎ 888.397.4636

Lost and Found and Police: (☎ 973.961.6230

Ground Transportation and Parking:

(☎ 800.247.7433

Drive time to Midtown Manhattan: 35 minutes
(1 hour during rush hour)

Drive time to Downtown Manhattan: 25 minutes
(55 minutes during rush hour)

Newark Airport is located in Newark, New Jersey, between the New Jersey Turnpike (accessible from exits 13A and 14), U.S. Routes 1 and 9, and I-78. The airport is about 16 miles southwest of Midtown Manhattan.

Newark has three terminals (A-C). Each terminal has an upper departures level with facilities for airline ticketing and a lower arrivals level for baggage claim and ground transportation. Terminals A, B, and C each have a main concourse and three satellite gate areas, designated A-1, A-2, and A-3; B-1, B-2, and B-3; and C-1, C-2, and C-3. International arrival gates are located in satellites B-2 and B-3; international departures leave from all terminals.

Each terminal has an AirTrain terminal station. AirTrain connects all three terminals and runs every few minutes between 5 a.m. and midnight, and every 10 minutes

between midnight and 5 a.m. AirTrain also stops at the Newark International Airport Station (a transfer point for Amtrak and New Jersey Transit trains) and at four separate parking locations—which are also transportation centers for rental cars and hotel courtesies vans.

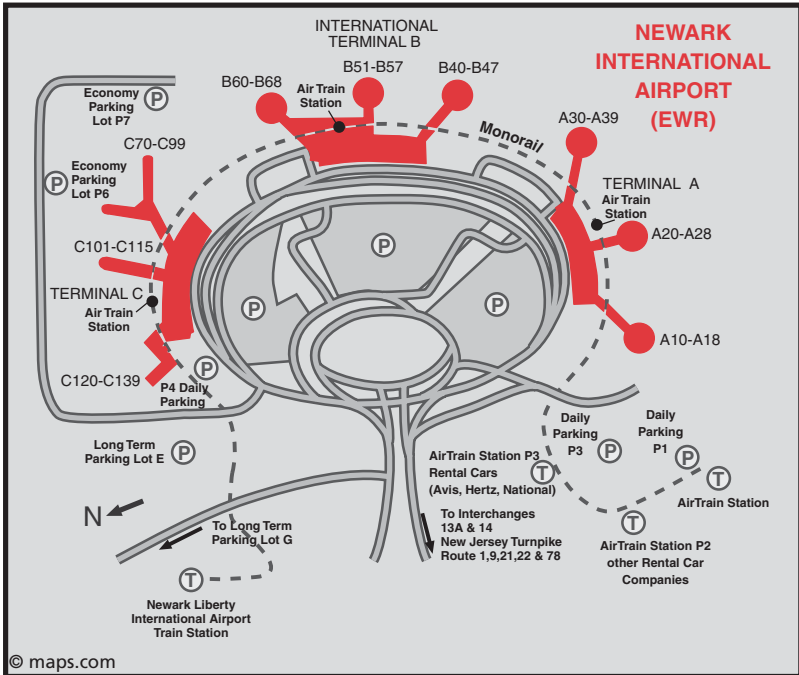
In terminals A and B, all retail establishments (with the exception of newsstands) are located pre-security in the main concourses. **Terminal A** retailers include Borders Books, Relay News, Erwin Pearl Jewelers, and Wilson's Leather. Post-security restaurants include Budweiser Brew (A28), Dick Clark's Grille (A39), Garden State Deli and Bar (A30), and T.G.I. Fridays (A 18). T.G.I. Fridays also has a location in the main concourse. Nine fast food and snack shops are located in the main concourse, including Famous Famiglia, Nathan's, and Starbucks.

Terminal B retailers include Homeward Bound Books, d-parture Spa, Erwin Pearl Jewelers, and Relay News. Budweiser Brew and Formaggio's Café are located in the main concourse, along with several fast food establishments, including Asian Chao and Villa Pizza. Post-security restaurants and bars include O'Brien's Pub (B47) and Sam Adams (B51 & B60). For a coffee fix, you will find Starbucks on the arrivals level and Seattle's Best at gate B47.

Terminal C is Continental Airline's New York hub and has the greatest number of restaurants and retailers. The majority of retailers are located post-security in the gate C70-C99 satellite and include AltiTUNES, Brookstone, Discovery Channel Store, d-parture Spa, Museum Company, Speedo, Staples, and Swatch. Other retailers include Hudson News, Johnston & Murphy, Kenneth Cole, and L'occitane. Look for Waldenbooks near gate C102, W.H. Smith Books near C73, and Staples and Airport Wireless near gate C81. Staples sells electronic equipment, computer accessories, and digital cameras, as well as its standard office supply sundries. At the Airport Wireless store you will find noise reduction headsets, cell phone batteries, and other gizmos you may have forgotten. The majority of the bars, fast food, and restaurant establishments are situated in the food courts located post-security in the gates C120-C139 satellite and the gates C70-C99 satellite. Options include five brewhouse/bars (C72, C82, C102, C110, C124), three restaurants (Americas' Pizza at gate C107, Gallagher's

Restaurant at gate C62 and Garden State Diner at gate C82), and close to 20 fast food establishments. A Hudson News Euro Café (with Internet access and coffee) is located in the Arrivals area.

AIRPORT MAP



DOMESTIC AIRLINES

Newark is a hub for Continental Airlines. Note that airlines occasionally change locations, and that arrival and departure terminals for international flights may differ from those listed.

| Airlines | Terminal |
|--------------------------------------|----------|
| Airtran | A |
| Alaska Airlines | C |
| America West | A |
| American (Domestic) | A |
| ATA | A |
| Continental | C |
| Continental (Atlanta/Chicago/Dallas) | A |
| Continental Express | C |

| | |
|----------------------|---|
| Delta | B |
| Midwest Express | B |
| National Airlines | A |
| Northwest | B |
| Pan American Airways | A |
| Song | B |
| Southeast | A |
| United (Domestic) | A |
| United Express | A |
| US Airways | A |
| US Airways Express | A |

INTERNET ACCESS

Internet kiosks: Hudson New Euro Café (arrivals area of terminal C)

Wi-Fi: American Airlines Admirals Club (T-Mobile)

BUSINESS SERVICES

Staples Express (gate C81) offers supplies for business travelers.

AIRLINE LOUNGES**American Airlines Admirals Club**

☛ Terminal A (beyond Security, towards gates 30–39)
☎ 973.961.4100 ☎ 5 a.m.–7:30 p.m. Sunday–Friday,
5 a.m.–6:30 p.m. Saturday (Conference room reservations:
☎ 800.237.7971 ext. 397)

Seating for 146. Standard amenities plus 10 workstations (one handicap equipped), data ports, laser printer, FedEx, and three conference rooms. ☀ Wireless Internet access provided by T-Mobile.

Continental Airlines Presidents Club

☛ C-1 concourse (across from gate 74) ☎ 973.681.0015
☎ 5 a.m.–8:30 p.m. daily

Large facility. Standard amenities plus workstations with dial-up Internet access and three conference rooms (two seat 4; one seats 8).

Continental Airlines Presidents Club

☛ C-3 concourse (toward concourse 2, near gates 120–139) ☎ 973.681.3710 ☎ 5 a.m.–10:30 a.m. daily

Large facility with standard amenities plus workstations with dial-up Internet access and four conference rooms. (Two conferences rooms seat 4 apiece; the other two seat 8.) Showers and lockers are available.

Continental Airlines Presidents Club

☛ Terminal A2 (middle finger, near Continental gates)
☎ 973.681.3115 ☎ 5:30 a.m.–7:30 p.m. Monday–Friday,
7:30 a.m.–5:00 p.m. Saturday, 7:30 a.m.–7:30 p.m. Sunday

Standard amenities plus workstations with dial-up Internet access and one conference room (seats 4).

Delta Air Lines Crown Room Club

☛ Terminal B (between the main and satellite buildings) ☎ 4 a.m.–9:15 p.m. daily

Medium-sized facility with standard amenities plus workstations, computers, printer, phones with data ports, business center, and two conference rooms.

Northwest Airlines WorldClub Lounge

☛ Main terminal (between gates 40–48)
☎ 973.961.4627 ☎ 5:30 a.m.–7 p.m. daily

Standard amenities plus workstations with dial-up Internet access. Dressing room available.

United Airlines Red Carpet Club

☛ Terminal A (gate level beyond security for gates 10–18) ☎ 973.961.5126 ☎ 5 a.m.–8 p.m. daily

Standard amenities plus workstations with dial-up Internet access and two conference rooms (seat 6–8).

GROUND TRANSPORTATION

Ground Transportation Information Counters are located at the south end inside each terminal and in the International Arrivals Lobby in terminal B.

For additional transportation options, call Air Ride (☎ 800.247.7433, or go to the Newark Airport Web site).

This is a great service for information about transportation between Newark and New York City's five boroughs, Westchester, upstate New York, Long Island, Connecticut, New Jersey, and Pennsylvania.

If you are heading into the city, particularly Midtown, strongly consider taking the AirTrain to the Newark International Airport Station where you transfer to a NJ Transit or Amtrak train. Compared to a taxi, it is less expensive and faster.

Rental Cars

Take the AirTrain to station P3 for Avis, Hertz, and National, and to station P2 for Budget and Dollar. Enterprise provides courtesy shuttle service from station P2 to its location at 408 Route 1, about 2 miles from the airport.

Located at the airport: Avis, Budget, Dollar, Hertz, and National

Taxis

Look for uniformed taxi dispatchers outside baggage claim. Taxis serving terminal A operate under the City of Elizabeth Taxi and Limousine Commission (☎ 908.820.4178). Taxis serving terminals B and C operate under the City of Newark Taxi and Limousine Commission (☎ 973.733.8912).

Most fares out of Newark are flat-zone fares. The fare from the airport to downtown Newark is \$10. (All other zones within the city are metered.) Fares to Downtown and Midtown Manhattan (west of 5th Avenue between 14th and 185th Streets) range from \$34 to \$51, determined by zone plus tips and tolls. There is an additional \$4 charge for the east side of Manhattan.

Limousines

Taking car services to and from New York airports is standard operating practice for New York business types; in fact, many companies have accounts that allow their employees to pay with vouchers. For more information on car service companies and referrals, see page 137.

You have two options when taking a car service from Newark. You can call from the Ground Transportation Center when you land, or you can make a reservation prior to your arrival—also called “Meet and Greet” service. If you opt for Meet and Greet, your driver will be waiting for you at baggage claim holding a card with your name on it. There is a premium charge of \$15 to \$25 for this service. Should you choose to call when you arrive, most car services claim they will have a car pick you up curbside within 10 minutes.

Car service fares (plus tip and tolls) can vary widely by company based on time of day and destination. The average price to Manhattan is \$47; to Princeton, \$120; and to Madison (New Jersey), \$85.

Share-Ride Shuttles

SuperShuttle (☎212.258.3826/800.258.3826
🌐www.supershuttle.com) provides service to Manhattan for a \$17 one-way fare. Reservations are not required for pickup at the airport. When you land, call SuperShuttle from the courtesy phone next to the Ground Transportation desk; the wait is about 20 minutes.

Olympia's Newark Airport Express Bus Service

(☎877.894.9155/908.354.3330/212.964.6233
🌐www.olympiabus.com) provides service between Newark and Midtown Manhattan every 10 minutes from 4 a.m. to 12:45 a.m., and between Newark and Lower Manhattan every 30 minutes from 7 a.m. to 6:30 p.m. Midtown stops are Grand Central Station (41st Street and Lexington Avenue), Port Authority Bus Terminal (42nd Street and 8th Avenue), Penn Station (34th Street

and 8th Avenue), and all Midtown points between 30th Street and 65th Street via connecting hotel shuttle. Lower Manhattan stops are Chinatown (Lafayette and Walker Streets) and Lower Manhattan (Church and Barclay Streets, near Ground Zero).

The one-way fare is \$12 plus an additional \$4 for transfer to hotels.

Buses pick up at ground transportation courtyards at the south end of terminals A and C (exit through door 1 on the arrival level) and at both ends of terminal B. These are covered, partially enclosed waiting areas and a bit of a pain to walk to if you have luggage. Call for the exact locations for Manhattan stops for return trips.

Public Transportation

AirTrain (☎888.397.4636 🌐www.airtrain-newark.com) is the new regional rail transportation connection to Newark Airport. Service is provided 24 hours a day, and trains run every few minutes most of the day (every 10 minutes between midnight and 5 a.m.). At the Newark Airport Station stop, you can catch a NJ Transit train or Amtrak Northeast Corridor train.

Destinations that can be easily reached include New York Penn Station, Newark Penn Station, NJ Transit destinations throughout New Jersey, and Amtrak destinations between Washington and Boston. The trip to Penn Station is approximately 30 minutes. New Jersey Transit trains run 2 to 3 times per hour for most of the day; the one-way fare is \$11.55. Call ☎800.626.RIDE or go to 🌐www.njtransit.com for detailed schedule information.

LONG ISLAND MACARTHUR AIRPORT

Fast Facts: MacArthur/Islip Airport

Airport Code: ISP

📍 100 Arrival Ave., Ronkonkoma, NY 11779

🌐www.macarthuraairport.com

☎631.467.3210

MacArthur Airport (also known as Islip Airport) is in Suffolk County, Long Island, about 50 miles from Manhattan. Islip is a small airport with 16 gates and primarily serves regional airlines—American Eagle, Atlantic Southeast, Continental Express, Comair, Delta Express—as well as Southwest Airlines and US Airways. Enterprise and Avis have locations at the airport.

WHITE PLAINS WESTCHESTER COUNTY AIRPORT***Fast Facts: Westchester County Airport*****Airport Code:** HPN

📍 White Plains, New York 10604

🌐 www.westchestergov.com/airport/

☎ 914.995.4850

Westchester County Airport is located in White Plains, about 30 miles north of Midtown Manhattan, 10 minutes from downtown White Plains, and 30 minutes from Stamford, Connecticut. The airport's 700-acre facility is noted as having one of the largest based corporate fleets in the United States, with more than 100 aircraft. The airport is also popular for charter flights; operators include Panorama (☎ 914.328.9800) and Westchester Air (☎ 914.761.3000). Passengers from New York and Connecticut frequent the airport for its nonstop commercial services to 10 major cities. The airport has one full-service restaurant.

DOMESTIC AIRLINES

American

ASA (Atlantic Southeast Airlines)/Delta Connection

Comair/Delta Connection

Continental Connection

Continental Express

Northwest

PAN AM

United Express

USAirways

USAirways Express

GROUND TRANSPORTATION

Limousine Service of Westchester (☎ 914.592.8534) provides on-demand taxi and limo service at the airport. Avis, Budget, Hertz, and National have locations at the airport.

TETERBORO AIRPORT***Fast Facts: Teterboro Airport*****Airport Code:** TEB

📍 Teterboro, NJ 07608

🌐 www.panynj.gov

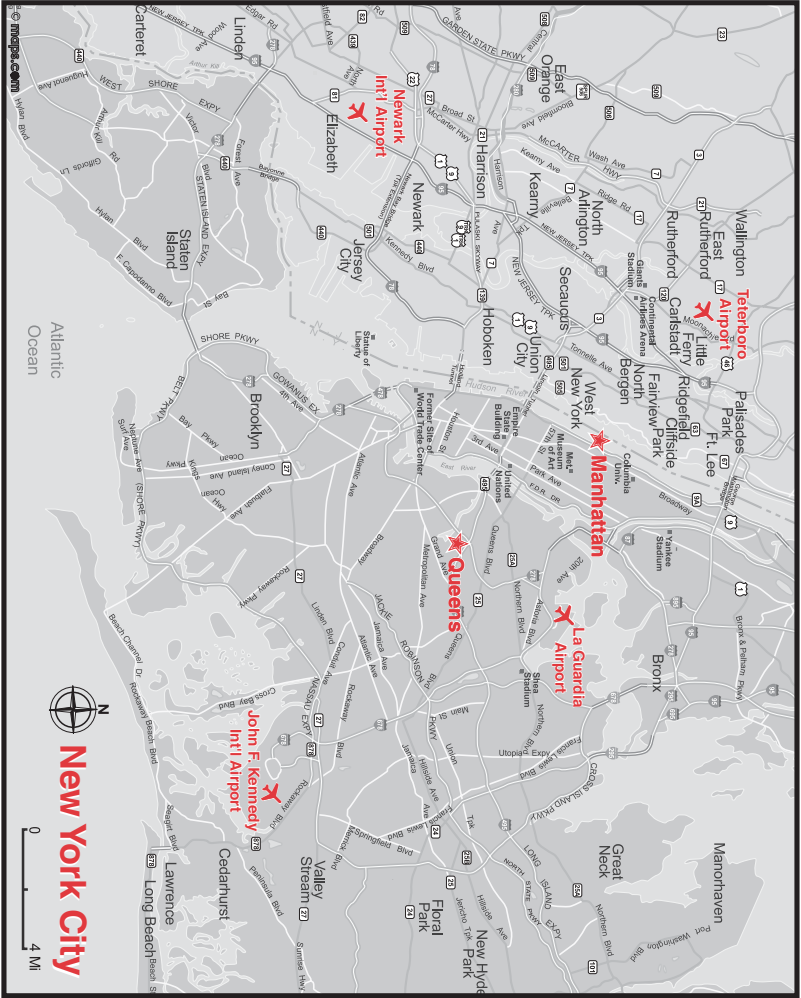
☎ 201.288.1775

Teterboro Airport is a general aviation airport located in Teterboro, New Jersey, about 12 miles from Manhattan. The airport does not accommodate scheduled carrier operations but is used by corporate and charter operators. Chief among these companies is Indigo (☎ 773.585.5155 www.flyindigo.com), which offers seats for individual purchase through its sister company Air-Serv, Inc.

AMTRAK

Amtrak is a convenient option if you are traveling between New York, Philadelphia, Baltimore, and Washington. Amtrak has 15 trains that serve New York, including Acela and Metroliner service to Boston, Philadelphia, and Washington, D.C. Depending on the train, a trip from New York Penn Station to Philadelphia runs about 1 1/4 hours, and to Washington's Union Station, 2 3/4 to 3 1/2 hours. Hertz has a rental car location across 7th Avenue at One Penn Plaza; Avis has a location at Penn Station.

📍 New York Pennsylvania Station (NYP), 7th Ave. and W. 32nd St., New York, NY 10001





DRIVING, PARKING, AND WALKING

Remember, Manhattan is an island. It's connected to New Jersey by the Holland Tunnel, Lincoln Tunnel, and George Washington Bridge; to Brooklyn by the Brooklyn Battery Tunnel, Brooklyn Bridge, and Williamsburg Bridge; and to Queens by the Queens Midtown Tunnel, Queensboro Bridge, and the Triborough Bridge (which will also take you to the Bronx). Tolls for the Holland Tunnel, Lincoln Tunnel, and George Washington Bridge (Hudson River crossings) are \$6 into the city if paying cash and \$4 to \$5 if you have an E-ZPass. Triborough Bridge and Queens Midtown Tunnel tolls are \$4 cash or \$3.50 with the E-ZPass each way. You really don't want to drive into or within Manhattan. Bridge and tunnel traffic can be horrendous (45-minute delays are not unusual), parking garages are very expensive (expect to pay at least \$25 to \$45 per day in Midtown), and driving itself can be extremely hair-raising. A better bet is to take the subway; it's both faster and much less expensive than taking a cab. Buses are best for cross-town travel and short distances because they can be aggravatingly slow.

Getting across town (east-west) is much more difficult than going Uptown or Downtown, especially in Midtown and during rush hour, when a cross-town cab ride can take 30+ minutes. Midtown automobile and pedestrian traffic can be particularly dense during the Christmas season.

The area of Manhattan above 14th Street is very easy to navigate. Avenues run parallel north-south, with the exception of Broadway, which runs diagonally. Buildings to the east of Fifth Avenue are "east" addresses, with numbers increasing to the East River; those west of Fifth have "west" addresses, increasing to the Hudson River. Streets run parallel east-west and are numbered from 1st Street to 220th Street.

Below 14th Street there is little logical organization, and it is best to refer to a map.

If you are headed out of the city, consider taking one of the commuter rail lines mentioned later in this section. Trains are frequent, reasonably reliable, and inexpensive. Large stations (such as Stamford, White Plains, and Newark) have cab service. If you need a car where you're heading, you can call Enterprise Rent-a-Car (☎ 800.rent.a.car), which will often arrange to pick you up at the station.

When doing business in Manhattan, be prepared to walk; if there is inclement weather, be prepared to walk even more because cabs can and will be scarce. Your best tool for navigating the city is to continually ask directions, especially after you emerge from the subway. New Yorkers are surprisingly friendly and helpful in that regard. A helpful rule of thumb is that 20 uptown/downtown blocks and 10 cross-town blocks each equal approximately one mile.

Don't be put off by determined New York pedestrians. New Yorkers commute with their shoes; they walk to work just like you drive. Here are some tips:

- Do not casually walk three abreast; you will cause a pileup behind you.
- Do not make sudden stops; someone may back-end you.
- Do not have a conversation in the middle of a narrow sidewalk; pull over to the side to gab.
- Be watchful of the flow of traffic; to a New Yorker, a DONT WALK sign means "look and run"—despite the fact that jaywalking is illegal.
- If you see people mysteriously move away from a curb, it probably means there is a huge puddle—and an oncoming bus.

RULES OF THE ROAD***New York***

In New York state, speeds of 65 m.p.h. are permitted only on controlled-access highways specifically posted for the 65 m.p.h. speed limit. Otherwise, highways are posted at the maximum of 55 m.p.h. The speed limit in New York City is 30 m.p.h.

Headlights are required when wipers are in use. All front-seat passengers must wear seat belts. Violations are a primary offense. It is **illegal to turn right on red** in New York City.

New York State law **does not allow you to use a handheld mobile telephone** while you drive unless you use a hands-free device, except in an emergency.

Connecticut

The speed limit in Connecticut, unless otherwise posted, is 65 m.p.h. on multiple lane, limited-access highways, and 55 m.p.h. upon other highways.

Seat belts are required for all front-seat occupants. Violations are a primary offense. Headlights are required when visibility is less than 500 feet and during any period of precipitation.

New Jersey

New Jersey speed limits, unless otherwise posted, are 65 m.p.h. on certain interstate highways, 55 m.p.h. on certain state highways and all interstates, 50 m.p.h. on all other roadways, 35 m.p.h. in certain low-density business and residential districts, and 25 m.p.h. in school zones and business or residential districts.

Seat belts are required for all front-seat occupants. Violations are a primary offense. Headlights are required when wipers are in use, a half hour after sunset and a half hour before sunrise, in bad weather, and when visibility is 500 feet or less.

PARKING

Parking in Manhattan can be treacherous. If you park illegally—which is easy to do—count on getting a ticket or towed and paying a boat-load of bucks—upwards of \$200. (Call ☎ 212.971.0770 for towing and impound information.)

Parking garages and open-air lots are plentiful but can be expensive. As a general rule, parking fees decrease the further you get from 5th Avenue. Full-day rates range from \$15 to \$40 for a Midtown garage.

Icon Parking Systems (☎ 877.PARKING/212.686.9800 www.parkingnewyork.com) has a great Web site that allows you to calculate parking fees in advance, select a convenient location, and compare fees.

TAXIS

For the most part, it's relatively quick and easy to hail a Yellow Cab in Manhattan. The exceptions are during rush hour, during the shift change between 4 p.m. and 5 p.m., and when it is raining. The Financial District can be a little tougher than Midtown. If you are having trouble finding a cab, try heading to a taxi stand; these are typically located at major transit hubs (Penn Station, Grand Central Station), hotels, office and retail centers, and hospitals. You will be standing in line, but at least you won't be out on the mean streets competing with cagey natives.

New York City cabs use meters. The total cost depends on the distance traveled and time spent in the cab. Taxi fares are \$2 upon entering and then \$.30 each 1/5 of a mile thereafter and \$.20 per minute when the cab is not moving; a \$.50 night surcharge is in effect between 8 p.m. and 6 a.m. A 20-block ride uptown, for example, will run about \$5—unless it's rush hour, when wait time will add up. Any bridge or tunnel tolls will be added to the total charge; drivers might ask that you pay the tolls as you go through them. Taxi drivers are usually given a 15% tip. Remember to take your receipt; if you leave anything in the cab, it is your best chance for getting it back.

For more information, contact the New York City Taxi and Limousine Commission (☎ 212.692.8294 www.ci.nyc.ny.us/html/t1c/). You can also file lost property reports online.

LIMOUSINES

If you don't want to hassle with getting a cab, you may want to call ahead for a car service. Like Yellow Cabs, car services are regulated by the Taxi and Limousine Commission; the difference is that the cars are generally black or dark blue, can offer only prearranged pickups, and charge a fixed or hourly rate.

Most companies provide service throughout the Tri-State area. Rates vary by company, time of day, and form of payment; some companies charge extra for rush hour, evenings, credit cards, and cash. Cab fare from Midtown to the Financial District will run about \$12 to \$15, whereas a car service might charge \$19 to \$24 during rush hour.

The major companies include All City (☎ 718.402.0055), Carmel (☎ 212.666.6666/800.922.7635 www.carmellimo.com), Primitone (☎ 718.482.7900), Republic Transportation (☎ 800.910.5466), and Tel Aviv (☎ 212.777.7777/800.222.9888 www.telavivlimo.com).

RENTAL CARS

Rental rates in the city are set for carless New Yorkers looking for occasional transportation out of the city. Consequently, rental rates are high in the city and at the airports. Expect to pay more than \$70 per day. Just about all the major car rental companies have multiple Manhattan locations.

PUBLIC TRANSPORTATION

The **Metropolitan Transit Authority** (MTA) runs the New York City Transit (subways and buses), Long Island Rail Road (rail lines to Nassau and Suffolk counties), Long Island Bus, Metro-North Railroad (rail lines to Westchester, Putnam, Dutchess, Orange, and Rockland Counties, and in Connecticut), and all bridges and tunnels. Contact MTA customer service at ☎ 718.330.3322, or visit the MTA Web site at www.mta.nyc.ny.us. Other contacts are the Metro-North Railroad (☎ 800.638.7646/212.532.4900) and Long Island Railroad (☎ 718.217.5477).

The New York City subway system is open 24 hours a day, 7 days a week. In general, trains run every 2 to 5 minutes during rush hours, every 10 to 15 minutes during the day, and about every 20 minutes between midnight and 5 a.m.. The rush-hour crush is from 8 a.m. to 9:30 a.m. and from 5 p.m. to 6:30 p.m. on weekdays; the rest of the time the trains are relatively uncrowded. Bus and subway fare is \$2. You can pay your fare with MetroCard or exact change.

Subway routes are identified by letters, (A, B, C, and so on) and numbers (1, 2, 3, and so on). These routes serve Manhattan, the Bronx, Brooklyn, and Queens. If you think you might take the subway, go to the MTA Web site and print out a detailed map; this will show you the routes and give you a general idea of where to find the stations. When on the platform, double check to make sure that the train is headed Uptown or Downtown, and whether it is an Express or Local. When on the subway, it can be difficult to understand the conductor's station stops announcements unless you are fluent in public address system static; don't be afraid to ask other riders about your stop. You can also check the maps located on the side of most trains.

The **PATH trains** (☎ 800.234.7284 www.panynj.gov/path) connect Manhattan to a handful of communities in New Jersey, including Hoboken and Newark. There are five stops along the west side of Manhattan from Christopher Street to 33rd Street. A new Lower Manhattan station, to replace the one destroyed beneath the World Trade Center, is not expected to be up and running until 2004. The fare is \$1.50.

New Jersey Transit (☎ 800.626.RIDE

www.njtransit.com) operates commuter trains from Penn Station and buses from the Port Authority at Eighth Avenue and 42nd Street, to points throughout New Jersey.

IN TOWN

JACOB K. JAVITS CONVENTION CENTER

☎ 655 W. 34th St. (11th Avenue between 34th and 39th Streets), New York, NY 10001 ☎ 212.216.2000 (call 212.216.2344 for lost items)
www.javitscenter.com

The Javits Center, New York's premier convention center, stretches for five blocks between 34th and 39th streets and 11th and 12th avenues on Manhattan's west side. The Center has 814,400 square feet of exhibit space in 11 exhibit halls, on three levels. Five exhibit halls (1A-1E) are located on level 1; four exhibit halls (3A, 3B, 3D, and 3E) are located on level 3. Level 4 contains the Galleria/River Pavilion—two halls that provide the remainder of Javits exhibit space. Food courts are located on levels 1 and 2. Level 2 is the location of the main entrance and registration.

The Javits Center concierge desk is located in the Crystal Palace Entrance Hall, off 11th Avenue, and provides restaurant, show, and car service reservations, as well as message services. The Javits Center's convenient "My New York Office" service (☎ 212.216.4444) enables attendees to rent workstations and conference rooms by the half hour and come complete with phone and Internet access. Coat checks are located near the taxi drop-off on level 2. The charge is \$2 per article.

Taxis stop on the Inner Roadway near 37th Street. Shuttle buses and MTA buses stop on level 2 along the Inner Roadway. Most shows provide free shuttle bus service to Manhattan hotels. Two New York City MTA buses are the M34, which runs east/west on 34th, and the M42, which runs east/west on 42nd.

Many parking garages are located in the Javits Center vicinity. The Javits Center Web site has a list of locations, as well as a list of nearby restaurants and hotels. The closest hotels to the Javits Center are about three blocks (1/2 to 3/4 miles) to the east.

HOTELS

DOWNTOWN/LOWER MANHATTAN

The Mercer

A splendid Romanesque Revival building, an interior designed in a minimal French manner, plus intimate personal style and a SoHo location attract a fashionable clientele to this oh-so-discreet hotel. The look of the 75 rooms is pristine and modern—but certainly not minimal when it comes to amenities, which include three dual-line phones plus a portable, TV, VCR, CD player, safe, and other typical upscale conveniences. The lobby functions as a living room-lounge; guests can also relax in the library and read a magazine or enjoy a cocktail at the bar. Rates include complimentary access to Crunch gym.

📍 99 Prince St., New York, NY 10012 📞 212.966.6060
 📠 212.965.3838 🌐 www.mercerhotel.com

Singles and doubles, \$400-\$550; suites, \$1,100-\$1,600
 🏠 🍷 🍷 🍷

The Regent Wall Street

For comfort and service, this is the place to stay in the Financial District. The redesign of this already magnificent Greek Revival building cost \$80 million; it was originally built in 1842 and served as the Merchants' Exchange and later the U.S. Customs House. The 144 rooms and suites are spacious and elegantly decorated in an updated but traditional Italian manner. The marble bathrooms are especially spacious, offering two vanities and a separate shower and soaking tub for two. Room amenities include a safe, Web TV, DVD and CD player, personal fax/copier, and dual-line speakerphone with cordless handset and data port. Another bonus: a state-of-the-art fitness center and spa open to guests only.

📍 55 Wall St., New York, NY 10005
 📞 212.845.8600/800.545.4000 📠 212.845.8601
 🌐 www.regenthotels.com

Singles and doubles, \$545-\$750; suites, \$850-\$1,600
 🏠 🍷 🍷 🍷

The SoHo Grand Hotel

At the center of this vibrant trendsetting district and close to Greenwich Village, Chinatown, and Tribeca, this hotel has a unique industrial-chic style. We love the design of the hotel's lobby restaurant and bar, which pays homage

to SoHo's cast-iron heritage; we're not so thrilled with the 369 smallish guest rooms, especially their retro gray-and-white-tiled bathrooms with pedestal sinks, train racks for towels, and little space to put your toiletries. Amenities include dual-line phones with data port plus free local calls, VCRs and CD players, and in-room safes. If you have business in nearby districts, the SoHo Grand provides complimentary transportation.

📍 310 W. Broadway, New York, NY 10013
 📞 212.965.3000/800.965.3000 📠 212.965.3244
 🌐 www.sohogrand.com

Singles and doubles, \$334-\$434; suites, \$1,149-\$1,575
 🏠 🍷 🍷

W New York—Union Square

The 270-room W New York—Union Square is in a prime Silicone Alley location, where the city's international business and cutting-edge technology thrive. Of course, the W provides its usual luxuries: a state-of-the-art gym, dreamy beds with 250-count linens, featherbeds and goose-down duvets, Aveda bath products, a television, CD player with CD library, VCR with video collection, and a workstation with high-speed Internet connectivity.


📍 201 Park Ave. S., New York, NY 10003
 📞 212-253-9119/877-W-HOTELS 📠 212-253-9229
 🌐 www.whotel1s.com

Singles and doubles, \$309-\$515; suites, \$619-\$769
 🏠 🍷 🍷 🍷

MIDTOWN EAST

The Benjamin

The old Beverly Hotel was purchased in 1997 by Manhattan East Suite Hotels and transformed—after a \$30 million renovation—into a boutique-style hotel catering to executives. The 209 rooms and suites all have sitting areas and fully equipped galleys with granite countertops, refrigerator, microwave, coffeemaker, and utensils. Other amenities include two dual-line speakerphones with data ports, fax/printer/copier, high-speed Internet access, ergonomically designed seating, Bose wave radio, electronic in-room safe, and other conveniences. VCRs and personal computers are available on request, and one-bedroom suites contain a CD/table stereo system.

 125 E. 50th St., New York, NY 10022
 212.715.2500/888.423-6526  212.715.2525
 www.thebenjamin.com

Suites, \$249-\$345; one-bedrooms, \$349-\$460



Envoy Club

For an extended stay in Manhattan, it's nice to have a home away from home—and the Envoy Club offers such a spot, with its luxury studios and one- and two-bedroom suites in stylish modern decor. Located in the Murray Hill area, the club occupies the first seven floors of the Eastbridge Landing residential building. Accommodations provide a fully equipped kitchen, dining area, television, and stereo; bedrooms are furnished in luxury linens. To serve business travelers, there are in-room faxes, two-line phones, and fast Internet connections; a business center provides additional services and conference facilities. A 24-hour health club allows workouts whenever you have time, and concierge services are available around the clock. Daily housekeeping is provided.

 377 E. 33rd St., New York, NY 10016  212.481.4600
 212.481.8600  www.envoyclub.com

Studios and suites, \$4,800-\$12,000 monthly



Four Seasons Hotel New York

Ideally located only one block from Fifth Avenue on one of the ritziest shopping streets in Manhattan, this hotel has everything that any traveler could possibly want: extra-large rooms, luxury furnishings, personal service to the nth degree, and up-to-the minute amenities. The 370 spacious rooms (averaging 600 square feet) feature a foyer with built-in minibar, separate sitting area, and dressing room. Standard room amenities include VCR and two dual-line telephones with connections for computer and fax, plus in-room safe and umbrella. The excellent soundproofing and blackout blinds are much appreciated in such a fast-paced city. The business center has computers, portable phones, modem hookup, and fax machines, as well as secretarial and translation services. The Four Seasons' fitness center is similarly state-of-the-art, with workout areas equipped with TV monitors and headsets. Services include complimentary car drop-off within a 2-mile radius of the hotel, between 8 a.m. and 11 p.m.





 57 E. 57th St., New York, NY 10022
 212.758.5700/800.332.3442  212.758.5711
 www.fourseasons.com

Singles, \$545-\$865; doubles, \$595-\$915; suites, \$1,200-\$10,000



Grand Hyatt New York

This hotel next to Grand Central Station delivers efficiency but not a lot of charm. Its 1,347 rooms are airy and comfortable, and there's a fully equipped business center. Business travelers are catered to and—under the Hyatt Business Plan and for a nominal charge—receive free access on local, credit card, and 800-number calls; express continental breakfast and newspaper; 24-hour access to business machines; and an in-room coffeemaker, iron/ironing board, and hair dryer. A fitness center is located on the 35th floor.


 Park Ave. at Grand Central, New York, NY 10017
 212.883.1234/800.233.1234  212.697.3772
 grandnewyork.hyatt.com

Singles and doubles, \$285-\$435; suites, \$600-\$3,300



Millennium UN Plaza Hotel

Open for more than a decade, the Millennium UN Plaza Hotel hasn't lost any of its luster. You'll find scores of business travelers, many of whom indulge in the complimentary daily limousine service to Wall Street. The 427 lavishly appointed rooms begin on the 28th floor (offices occupy the first 27 floors) and have stunning views of the Manhattan skyline. All have dual-line speakerphone with data port; some have kitchenettes. Tennis courts, an indoor swimming pool, and fitness center are located on the top floors. In-room safes, dual-line phones, remote-controlled TVs, and in-room movies have been added.

 1 United Nations Plaza, New York, NY 10017
 212.758.1234/800.233.1234  212.702.5051
 www.unplaza.com





Singles and doubles, \$315-\$420; suites, \$525-\$1,900



New York Marriott East Side

Between Rockefeller Center and the United Nations, the Marriott East Side offers a worthy combination of modern

amenities and traditional charm. The busy lobby has the look of a private club, with its warm oak paneling and marble floor. The 643 oversized rooms combine old-fashioned spaciousness with such up-to-date features as dual-line phones with data port, closet safe, and hair dryer, in addition to other amenities. Concierge-level rooms include a complimentary continental breakfast served in a private lounge. A business center caters to the needs of corporate travelers.





 525 Lexington Ave., New York, NY 10017
 212.755.4000/800.843.4898  212.980.7625
 www.marriott.com

Singles and doubles, \$239-\$450; suites, \$450-\$550



New York Palace

Facing the back of St. Patrick's Cathedral, the New York Palace is ideally situated for Fifth Avenue shopping, Rockefeller Center, and other Midtown locations. The heart of the hotel is the Italian Renaissance-style palace designed for financier Henry Villard in 1882. It is now primarily occupied by New York's famous restaurant, Le Cirque 2000, a gathering place for New York's social and power mongers. Since the royal family of Brunei purchased the hotel, a total renovation has been completed. Guests in these Tower rooms enjoy a private reception area, butler service, and room service from Le Cirque 2000. The Executive rooms have a lounge, and guests enjoy complimentary breakfast; the Deluxe rooms in the main hotel are equally large and comfortable. All rooms contain a full range of amenities, including fax machines, data ports, dual-line phones, safe, hair dryer, Floris toiletries, and iron/ironing board. Premium services are available, including complimentary limo to Wall Street on weekdays.

 455 Madison Ave., New York, NY 10022
 212.888.7000/800.697.2522  212.303.6000
 www.newyorkpalace.com

Singles and doubles, \$440-\$690; suites, \$950-\$10,000



The St. Regis

A walk through the lobby of the landmark, 1904 Beaux-Arts-style St. Regis is like taking a trip back to the Gilded

Age. Recently the hotel underwent a three-year, \$100 million renovation; the original reception desk now conceals computers, phones, and faxes. The 313 rooms at the St. Regis are all spacious; most have a separate sitting area, and all contain a dual-line telephone and electronically controlled temperature and lighting. Although the prices are high, superattentive service is included: each floor has 24-hour butler service, offering guests such complimentary services as unpacking, suit- or dress-pressing upon arrival, and free afternoon refreshments. Also, there are no surcharges on telephone use. Grand Luxe rooms have fax machines, whereas the suites are equipped with CD/stereo, VCR, cell phone, fax, and two full baths.


 2 E. 55th St., New York, NY 10022
 212.753.4500/800.759.7550  212.787.3447
 www.starwood.com

Singles and doubles, \$590-\$750; suites, \$1,100-\$11,500



W New York

After a \$100 million conversion to become the hip California-cool W New York, this hotel draws a chic, international, young crowd who enjoy the cutting-edge casual style. The 722 rooms and suites offer sumptuous beds with down comforters, pillows, and chenille throws. Among the amenities are a CD player, dual-line phone with cordless handset, 27-inch television with Internet access, VCR, safe, minibar stocked with local microbrews, and a coffeemaker. Some rooms also have a combination fax, printer, copier, and scanner. The Away Spa Gym occupies 10,000 square feet and offers exercise machines and classes including yoga, Zone, Spinning, and Pilates.

 541 Lexington Ave. (at 49th St.), New York, NY 10022
 212.755.1200/877.W.HOTELS  212.319.8344
 www.whotel.com

Singles and doubles, \$239-\$425; suites, \$475-\$1,275



W New York—The Tuscany

The Tuscany has all the innovative chic of the fast-expanding W chain. The 122 rooms and suites are spacious and decorated in ultramodern style. Trademark room furnishings include a large desk, chaise lounge, and an emphasis on natural fabrics. The bed is dressed with a

chenille throw and has goose-down comforters and pillows providing a super-comfortable sleep. Technologically they're up-to-date, too, featuring a 27-inch color TV equipped with ultrafast Internet access via an infrared keyboard; two telephones with data port and speakerphone; and a cordless, dual-line phone.

📍 120 E. 39th St., New York, NY 10016
 📞 212.686.1600/877.W.HOTELS 🏠 212.779.7822
 🌐 www.whotels.com

Singles and doubles, \$309-\$515; suites, \$619-\$769



The Waldorf-Astoria

A few years ago this grande dame, which debuted here in 1931, received a \$200 million face-lift. In addition, to celebrate its 100th anniversary, the Waldorf opened a new fitness center and a business center. The 1,380 rooms vary considerably, some resembling large closets and others ballrooms with Texas-size marble bathrooms. The Astoria rooms offer added amenities, including a lounge serving complimentary breakfast, afternoon tea, and hors d'oeuvres. The Plus-One Fitness Center on the 19th floor has six personal trainers, two massage therapists, and a huge exercise room.

📍 301 Park Ave., New York, NY 10022
 📞 212.355.3000/800.WALDORF 🏠 212.872.7272
 🌐 www.hilton.com

Singles and doubles, \$295-\$660; suites, \$470-\$6,000



MIDTOWN WEST

Crowne Plaza Hotel Times Square Manhattan

This burgundy glass-and-granite 46-story, 770-room hotel is the jewel in Crowne's hotel crown. It's located on Broadway in the heart of the Theater District, overlooking all the new Times Square developments—yet it's just two blocks from Rockefeller Center. The standard rooms are spacious by Midtown standards (only 26 rooms per floor); all have coffeemaker, two dual-line speakerphones with data ports, hair dryer, makeup mirror, iron/ironing board, and safe. The top four floors comprise the Crowne

Plaza Club, whose rooms up the comfort-level ante with marble baths, terry robes, turn-down service, and complimentary breakfast. The large ballroom, exhibition hall, and more than 20 meeting rooms make this a popular spot for conventions. The health club (a New York Sports Club) is one of the most complete in town; in addition to a swimming pool, guests can take advantage of Stair Masters; treadmills; in-line skate machines; sauna and steam rooms; and boxing, yoga, dance, and aerobics classes. Amenities include a business center.

📍 1605 Broadway, New York, NY 10019
 📞 212.977.4000/800.243.6969 🏠 212.333.7393
 🌐 www.ichotelsgroup.com

Singles and doubles, \$199-\$529; suites \$500-\$1,000



Hilton New York

Manhattan's largest hotel, the Hilton New York began the millennium with a new look, spending \$85 million in a master-plan renovation evidenced from the moment of arrival. With more than 2,000 rooms, this colossus occupies a whole block and seems entirely self-sufficient. You name it, and this place has it: 1,400 nonsmoking rooms, 52 rooms outfitted for the disabled, 83 rooms designed to accommodate the hearing impaired, 12 passenger elevators equipped with TVs, 2 restaurants (Etrusca and New York Marketplace), 2 bars, a ticketing center for theaters and sightseeing, a jeweler, boutiques, a multilingual staff, a sky-lit spa and fitness center, and a business center with secretarial services and fax rentals. Guest rooms are airy and spacious, particularly on the Executive Floors, where private check-in, concierge services, private lounge and complimentary breakfast, afternoon tea, and hors d'oeuvres are among the many amenities that raise the rating of this hotel-within-a-hotel. All rooms have coffeemaker, iron/iron board, two dual-line telephones with data ports, and hair dryer.

📍 1335 Avenue of the Americas, New York, NY 10019
 📞 212.586.7000/800.HILTONS 🏠 212.315.1374
 🌐 www.hilton.com

Singles, \$197-\$350; doubles, \$237-\$390; suites, \$500-\$3,000



Le Parker Meridien New York

At this large, sleekly modern hotel near Carnegie Hall, the pace is smooth and efficient, the surroundings handsome and elegant, and the ambience French. A definite selling point is the superlarge 43rd-floor health club and spa, Gravity, which has every conceivable form of modern exercise equipment, plus racquetball and squash courts, a heated swimming pool, and a rooftop jogging track and sundeck with a fabulous view. The 700 rooms have numerous amenities: telephone with data port, fax machine, VCR, CD player, in-room safe, iron/ironing board, and hair dryer. Suites have fully equipped kitchens and spectacular views of Central Park.

📍 118 W. 57th St., New York, NY 10019
 📞 212.245.5000/800.543.4300 📠 212.307.1776 🌐
 www.parkermeridien.com

Singles and doubles, \$325-\$900; suites, \$395-\$2,500
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New York Marriott Marquis

This huge 50-story hotel—with 1,919 guest rooms, five restaurants, and two lounges—has hunkered over Times Square since 1985. The oversize rooms are all surprisingly quiet and feature *The Room that Works*, a large console table with two power outlets, a PC modem jack, a moveable task light, and an ergonomic chair. The fitness center is up-to-date. The food is not particularly memorable at the View, New York's only revolving rooftop restaurant and lounge, but the views are terrific.

📍 1535 Broadway, New York, NY 10036
 📞 212.398.1900/800.843.4898 📠 212.704.8930
 🌐 www.marriott.com

Singles, \$235-\$499; doubles, \$255-\$559; suites, \$400-\$749
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Novotel New York

Ten-foot high murals recalling Belle Epoque Paris provide warmth to the seventh-floor lobby of this Times Square area hotel. The 480 rooms are spacious and airy, and many offer fine views of the Hudson River and the city. Double-paned windows ensure tranquility. Extra amenities include an in-room safe, two phones with data port, and a hair dryer in the bathroom. Conveniences include a business center where guests can rent a fax or laptop

computer, a booth for theater tickets, and the Café Nicole, where international leisure and business travelers gather for a bird's-eye view of Broadway's frenzy.

📍 226 W. 52nd St., New York, NY 10019
 📞 212.315.0100/800.NOVOTEL 📠 212.765.5369
 🌐 www.accor.com

Singles and doubles, \$209-\$369
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The Peninsula New York

Superbly located in a turn-of-the-century landmark Beaux-Arts building on Fifth Avenue, the Peninsula has always been recognized for superb service. In late 1998, it reopened after a massive 10-month renovation to bring the facilities up-to-date with the latest technology. With only 242 rooms in a 23-story building, it has retained hallmarks of personal service and intimacy. As in many of the old New York hotels, the rooms are not huge, but some have been combined and are very comfortable. The latest technological wizardry includes in-room silent fax machines, hands-free telephone in the bathroom, electronic control panel for lighting and temperature regulation, audiovisual systems, and a system that allows guests to use their personal cell phone as an extension of the room phone. The hotel's trilevel, glass-enclosed 35,000-square-foot health club has an indoor swimming pool, a sundeck, the latest exercise equipment, and a full range of spa services—and even offers yoga, cardio boxing, and other classes.

📍 700 Fifth Ave., New York, NY 10019
 📞 212.956.2888/800.262.9467 📠 212.903.3949
 🌐 www.peninsula.com

Singles and doubles, \$535-\$690; suites, \$700-\$8,500
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Rihga Royal

This luxurious all-suite property, which opened in 1990, is designed to accommodate the business traveler who seeks the utmost in comfort and service. Amenities that most hotels wouldn't think of offering are standard fare in the 500 suites here. All rooms have minibars and ice makers, three dual-line telephones, fax machines, individual room safes, two TVs, VCRs, computerized message retrieval, and televised checkout. The Imperial Suites add a complete stereo system with CD and cassette player, while the Pinnacle Suites (floors 39 and above) offer

videophone, fax/printer/copier machine, complimentary cell phone, and a combination toilet-bidet. Pinnacle guests also receive complimentary transit to and from the airport. Grand Royal and Crown Suites contain full dining room, equipped kitchen, and whirlpool tubs in the bathrooms. The hotel also offers a full-service business center, 24-hour fitness center, 24-hour in-suite dining, and free Wall Street shuttles. If this isn't enough to keep travelers content, the staff speaks enough languages (54 at last count) to hold a meeting of the United Nations.

📍 151 W. 54th St., New York, NY 10019
 ☎ 212.307.5000/800.937.5454 📠 212.765.6530 🌐
 www.rihgaroyalny.com

Suites, \$475-\$3,300 🍷 🍷 🍷 🍷 🍷

Sheraton Manhattan Hotel

Ideally situated for Midtown shopping and the Theater District, the Sheraton Manhattan has 661 rooms that include such amenities as a coffeemaker, iron/ironing board, and hair dryer in the bathroom. Corporate Club rooms add such comforts as ergonomic swivel chair, data ports, dual-line phones (with free local calls), printer/fax/copier, Bose wave radio, in-room safe, and terry robes. Club rooms also receive complimentary breakfast and afternoon hors d'oeuvres. Other new amenities include a fitness center with ski machines, free weights, and stationary bicycles. Best of all, the hotel has a glass-enclosed 50-foot pool with aqua-jogging classes.

📍 790 Seventh Ave., New York, NY 10019
 ☎ 212.581.3300/800.325.3535 📠 212.541.9219
 🌐 www.sheraton.com

Singles and doubles, \$359-\$399; suites, \$505-\$719



Sofitel New York

Sofitel New York stands among its historic neighbors as an ultramodern 30-story curved-glass tower grounded by two 20-story limestone wings. But, once inside, think 1930s Paris with a Manhattan twist. Black-and-white photos of the great attractions in both New York and Paris line the walls throughout the hotel and in the guest rooms. There's also a colorful ceiling mural depicting similar scenes in the hotel's Gaby restaurant, a traditional French brasserie. For those who like to keep fit, there's a full fitness center.

📍 45 W. 44th St., New York, NY 10036
 ☎ 212.354.8844/800.763.4835 📠 212.782.3002
 🌐 www.sofitel.com

Singles and doubles, \$285-\$529; suites, \$365-\$629



UPTOWN (59TH STREET AND ABOVE)

The Carlyle

Old money, charm, and discreet attention to detail mark the Carlyle as a perennial favorite of the well-heeled and well-bred. Only 190 of the rooms in the building are used as hotel rooms; the rest are residential, which is why the hotel has such a comfortable air. The Carlyle hasn't ignored the 21st century entirely—there is a fax machine in every room. Because the staff considers it unforgivable that you should go without the slightest of comforts, each room also includes multiple-line speakerphone, VCR, stereo cassettes, CD player, and a pantry with refrigerator. A complimentary fitness center further pampers guests with saunas and a steam room. The Café Carlyle has long been associated with musician Bobby Short, who has been playing here for more than 30 years.

📍 35 E. 76th St., New York, NY 10021
 ☎ 212.744.1600/800.227.5737 📠 212.717.4682
 🌐 www.thecarlyle.com

Singles and doubles, \$495-\$725; suites, \$750-\$2,800



Hôtel Plaza Athénée

This is a premier hotel in a prime location within walking distance of Midtown and the fashionable Upper East Side. The hotel strives for, and achieves, an extremely high level of performance and truly sparkles. The multilingual staff includes three Clefs d'Or concierges who can arrange even the most difficult night on the town. A new "health lounge," complete with exercise machines, is open 24 hours a day. The 152 rooms and suites are luxurious, with dual-line speakerphone, safe, hair dryer, bathroom scale, and Frette robes; most have pantries with refrigerator and two-burner stove. Eight deluxe suites have either dining rooms or terraces and solariums. Like its sister hotel in Paris, this magnificent establishment is a quiet, rarified gem.

📍 37 E. 64th St., New York, NY 10021
 📞 212.734.9100/800.447.8800 🏠 212.772.0958
 🌐 www.plaza-athenee.com

Singles and doubles, \$450-\$620; suites, \$1,030-\$4,000



The Lowell New York

This intimate hotel, steps off Madison Avenue, feels almost like a private mansion—and is an ideal choice for anyone seeking discretion and highly personalized service. Many rooms feature wood-burning fireplaces and fully equipped kitchens; there are even in-room libraries to satisfy the needs of literate clientele. Amenities in all rooms include multiline phones with voice mail and fax, TV, and VCR. A fitness center is located on the second floor.

📍 28 E. 63rd St., New York, NY 10021
 📞 212.838.1400/800.221.4444 🏠 212.319.4230
 🌐 www.lowellhotel.com

Singles, \$395; doubles, \$495; suites, \$615-\$3,225

The Mark New York

Just off Central Park, the Mark offers superb, individualized service, chic style, and unmatched comfort—and we mean comfort. Its motto is “no jacket, no tie, no attitude,” which invites guests to relax absolutely. Not surprising, it attracts a celebrity crowd. There are only 180 rooms and suites. All rooms have four dual-line telephones with data port, cell phone, cable TV with VCR, fax, safe, umbrella, hair dryer, scales, and potpourri. Almost all rooms have pantries equipped with refrigerator, sink, and stove; those on the top floors have striking views. Larger suites feature stereo systems and libraries. There is a multilingual concierge (some say that the hotel has the city’s best), 24-hour room service, and a fully equipped Wellness Suite with sauna and steam room. Services include a shuttle to Wall Street on weekdays and to the Theater District on weekends.

📍 25 E. 77th St., New York, NY 10021
 📞 212.744.4300/800.THE.MARK 🏠 212.744.2749
 🌐 www.themarkhotel.com

Singles and doubles, \$500-\$540; suites, \$690-\$2,625



The Melrose Hotel

The Melrose Hotel’s former name is the Barbizon, and once served as a residential hotel for women. This Italianate tower is a delightful secret that offers well-priced rooms in a prime location. Many of the 306 rooms and suites have been refurbished or rebuilt to new standards, or are in the process of being redone, securing a contemporary level of comfort throughout the premises. Amenities include two-line speakerphone, voice mail, hair dryer, magnifying mirrors, safe, minibar, 24-hour room service, turn-down service, cable TV, and CD player. Guests have complimentary use of a fitness club and spa on the premises, complete with an 18-meter lap pool.

📍 140 E. 63rd St., New York, NY 10021
 📞 212.838.5700/800.223.1020 🏠 212.888.4271
 🌐 www.melrosehotel.com

Singles and doubles, \$250-\$325; suites, from \$515

The Pierre

You could easily mistake the Pierre for an Old World club rather than a New World luxury hotel. Managed impeccably by Four Seasons Hotels (which has spent more than \$70 million over the past decade renovating its crown jewel), the hotel is small (202 rooms spread over 42 floors) and would almost be cozy if it weren’t so elegant. Guests include a host of permanent residents, which may account for its slower pace and almost dreamy atmosphere. The service is top-notch and includes such niceties as packing/unpacking services and 1-hour pressing. The fitness center is handsomely designed, with massages available.

📍 2 E. 61st St., New York, NY 10021
 📞 212.940.8101/800.332.3442 🏠 212.758.1615
 🌐 www.fourseasons.com

Singles, \$450-\$675; doubles, \$500-\$725; suites, \$725-\$2,750

Trump International Hotel and Tower

Donald Trump worked some real estate magic when he purchased what was ranked as one of the 10 worst buildings in the nation, the old Gulf+Western building on Columbus Circle, and turned it into a glitzy hotel-condo. The building was stripped of its outer skin and re clothed

in glass and steel. There are 167 guest rooms (including 129 suites) located from the 3rd to the 17th floor; amenities include dual-line phones with data ports, VCRs, CD/stereos, faxes, telescopes, and umbrellas, and kitchens equipped with gourmet cooking utensils. Cell phones and personal computers are available on request. The most unique feature of the service is the Trump Attaché, a valet assigned to each guest upon reservation to anticipate his or her every need and to record personal preferences for future visits. A fitness center has a 55-foot lap pool; a spa offering massages, herbal wraps, and body glow treatments; and special supervised workouts in Central Park.

📍 1 Central Park W., New York, NY 10023
 ☎ 212.299.1000/800.457.4000 📠 212.299.1150
 🌐 www.trumpintl.com

Singles and doubles, \$525-\$575; suites, \$795-\$1,800



Westin Essex House on Central Park

This hotel, with its beautiful Art-Deco-styled lobby and superb location across the street from Central Park, offers opulent surroundings and high standards of service. Each of the 597 rooms include three dual-line speakerphones with data ports, TV with built-in VCR, iron/ironing board, safe, fax/copier/printer, and marble bathroom equipped with scales, magnifying mirrors, hair dryer, and bathrobe.

📍 160 Central Park S., New York, NY 10019
 ☎ 212.247.0300/888.625.5144 📠 212.315.1839
 🌐 www.westin.com

Singles and doubles, \$499-\$589; suites, \$625-\$5,000



RESTAURANTS

New York offers it all—and offers it everywhere. You can find just about any type of cuisine somewhere in the city, and most of it is very good, if often expensive. Make sure that you have your corporate charge card with you and then be prepared to experience some of the best dining anywhere in the country.

TOP FIVE BUSINESS RESTAURANTS

It was an almost impossible task, but we picked five of the best restaurants in town for business dining. Here are our picks.

Aureole (Upper East Side)

Cuisine: Contemporary. **Features:** Great wine list, full bar, outdoor dining, reservations required.

Attire: Jackets required. **Open:** Lunch Monday-Friday; dinner Monday-Saturday.

📍 34 E. 61st St. (between Madison and Park Avenues), New York, NY 10021 ☎ 212.319.1660

Daniel (Upper East Side)

Cuisine: French, contemporary. **Features:** Great wine list, heart-healthy dishes, full bar, private rooms, reservations suggested. **Attire:** Jackets and ties required.

Open: Dinner Monday-Saturday.

📍 60 E. 65th St. (between Madison and Park Avenues), New York, NY 10021 ☎ 212.288.0033

Gramercy Tavern (Flatiron/ Gramercy Park)

Cuisine: Contemporary. **Features:** Great wine list, heart-healthy dishes, full bar, reservations suggested.

Attire: Business casual. **Open:** Lunch and dinner daily.

📍 42 E. 20th St. (between Park Avenue South and Broadway), New York, NY 10003 ☎ 212.477.0777

Jean Georges (Upper West Side)

Cuisine: French. **Features:** Great wine list, heart-healthy dishes, full bar, outdoor dining. **Attire:** Jackets required in dining room. **Open:** Dining room, lunch Monday-Friday, dinner Monday-Saturday; Nougatine, breakfast, lunch, and dinner daily.

📍 Trump International Hotel and Tower, 1 Central Park West (between 60th and 61st Streets), New York, NY 10023 ☎ 212.299.3900

Le Cirque 2000 (Midtown East)

Cuisine: French. **Features:** Great wine list, heart-healthy dishes, full bar, private rooms, outdoor dining, reservations suggested. **Attire:** Jackets and ties required.

Open: Lunch Monday-Saturday; dinner nightly.

📍 New York Palace, 455 Madison Ave. (between 50th and 51st Streets.), New York, NY 10022 ☎ 212.303.7788

BUSINESS SERVICES AND SUPPLIES**BUSINESS SUPPORT AND
COMPUTER/INTERNET ACCESS****Kinko's****Downtown/Financial District**

☛ 105 Duane St., New York, NY 10007 ☎ 212.406.1220
 🖨 212.406.1216 📶

☛ 100 Wall St. (at Water), New York, NY 10005
 ☎ 212.269.0024 🖨 212.269.1225

☛ Battery Park City, 102 North End Ave., New York, NY
 10282 ☎ 212.786.1666 🖨 212.786.1357

Midtown East

☛ 191 Madison Ave. (at 34th), New York, NY 10016
 ☎ 212.685.3449 🖨 212.685.3831 📶

☛ 747 3rd Ave. (at 47th), New York, NY 10017
 ☎ 212.753.7778 🖨 212.753.7779 📶

☛ 16 East 52nd St. (at Madison Ave.), New York, NY
 10022 ☎ 212.308.2679 🖨 212.838.8065 📶

☛ 641 Lexington Ave., New York, NY 10022
 ☎ 212.572.9995 🖨 212.572.9994 📶

Midtown West

☛ 233 W. 54th St., New York, NY 10019 ☎ 212.977.2679
 🖨 212.977.3089 📶

☛ 60 W. 40th St., New York, NY 10018 ☎ 212.921.1060
 🖨 212.921.4826 📶

☛ 500 7th Ave., New York, NY 10018 ☎ 646.366.9166
 🖨 646.366.9262 📶

☛ 1211 Avenue of Americas (at 47th), New York, NY
 10036 ☎ 212.391.2679 🖨 212.391.0263 📶

Mail Boxes, Etc.**Downtown/Financial District**

☛ 295 Greenwich St., New York, NY 10007
 ☎ 212.964.5528

☛ 305 W. Broadway, New York, NY 10013
 ☎ 212.680.3118

Midtown East

☛ 244 Madison Ave., New York, NY 10016
 ☎ 212.532.5590

☛ 20 E. 51st St., New York, NY 10022 ☎ 212.753.4800

Midtown West

☛ 676 9th Ave., New York, NY 10036 ☎ 212.957.9090

☛ 331 W. 57th St., New York, NY 10019 ☎ 212.489.8004

PIP Printing

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 ☎ 212.245.3654 🖨 212.245.2405

Sir Speedy Printing

☛ 234 W. 35th St., New York, NY 10001 ☎ 212.564.9320
 🖨 212.564.9336

Starbucks

Starbucks has hundreds of locations in the New York City area; about two out of three have Wi-Fi access by T-Mobile. In Manhattan, there is a Starbucks location on almost every corner, more than 100 of which are wireless hotspots. Go to www.starbucks.com for specific locations.

**OFFICE SUPPLIES, COMPUTERS, AND
ELECTRONICS****CompUSA****Midtown East**

☛ 420 5th Ave. (5th Ave. and 37th), New York, NY 10018
 ☎ 212.764.6224

Midtown West

☛ 1775 Broadway (57th and Broadway), New York, NY
 10019 ☎ 212.262.9711

RadioShack**Downtown/Financial District**

☛ 75 Maiden Ln., New York, NY 10004 ☎ 212.785.5893

☛ 9 Broadway, New York, NY 10004 ☎ 212.482.8138

Midtown East

☛ 50 E. 42nd St., New York, NY 10017 ☎ 212.953.6050

☛ 940 3rd Ave., New York, NY 10022 ☎ 212.750.8409

Midtown West

📍 209 W. 57th St., New York, NY 10019 📞 212.246.3940

📍 HBO Building 1100 6th Ave., New York, NY 10036

📞 212.944.2540

Staples**Downtown/Financial District**

📍 200 Water St., New York, NY 10038 📞 212.785.9521

📍 217 Broadway (Vesey Street), New York, NY 10007

📞 212.346.9624

Midtown East

📍 575 Lexington Ave., New York, NY 10022

📞 212.644.2118

📍 730 E. 3rd Ave., New York, NY 10017 📞 212.867.9486

Midtown West

📍 1065 Avenue of the Americas (41St. and 6th), New York, NY 10018 📞 212.997.4446

📍 250 W. 34th St. (One Penn Plaza), New York, NY 10119

📞 212.629.3713