



## ADMISSION WRISTBAND

A replacement fee of £20 will be imposed for replacement of any lost

## SEATING ARRANGEMENT

The Seating Category (VIP/Premium/General) printed on your ticket indicates your seating section.

Free seating applies only within your seating category.

## IMPORTANT THINGS TO BRING

### Must-haves:

- £100 note – 2 of £50 or 5 of £20 note (First day activity purposes)
- Pens and writing pads
- Some snacks as the timing for all breaks may be irregular
- Please bring your own capped water bottle (open containers are not allowed)

## ATTIRE

Business wear or smart casual. Please dress comfortably, making sure you bring a sweater to each session, as the temperature in the conference facilities may fluctuate.

## RECORDING/ TAPING

**No taping or recording of any session is permitted.**

## MEALS

There will be lunch and dinner breaks. Meals will not be offered. The speaker is always committed to the highest level of his presentation. Therefore, the timing for all breaks may be irregular. You are advised to bring along your own snacks. You may purchase food from the various outlets at the venue.

## ACCOMODATION

For discounted rates, please click on the website below:

[http://www.corporateteam.com/Eventsv2/evnt\\_home.aspx?evnt=1133mil](http://www.corporateteam.com/Eventsv2/evnt_home.aspx?evnt=1133mil)

## TRAVEL

### HOW TO REACH US:

#### Arriving by Road:

From M4/A4 take direction Central London, continue over Hammersmith flyover, keep in the right-hand lane and turn right at the Famous 3 Kings Pub onto Talgarth Road to join North End Road. Continue until next mini-roundabout, turn left onto Lillie Road towards Earls Court, the hotel is on the right-hand side.

IMPORTANT – Do check [www.tfl.gov.uk](http://www.tfl.gov.uk) beforehand as there are scheduled engineering works on weekends on certain lines.

How to reach the hotel:

- GPS : N 51° 29' 10.38" W 0° 11' 57.36"

#### Arriving by Air:

- Heathrow - 22.53 km / 14.00 miles
- Gatwick - 54.23 km / 33.70 miles
- London City Airport - 19.79 km / 12.30 miles

Heathrow / Stansted:

T: +44 844 3351 801 | T: +44 844 3351 803

<http://www.heathrowairport.com/>

<http://www.stanstedairport.com/>

Gatwick / Luton:

T: +44 844 8920 322 | T: +44 158 2405 100

<http://www.gatwickairport.com>

<http://www.london-luton.co.uk>

### Arriving by Bus:

The following buses run through Lillie Road:

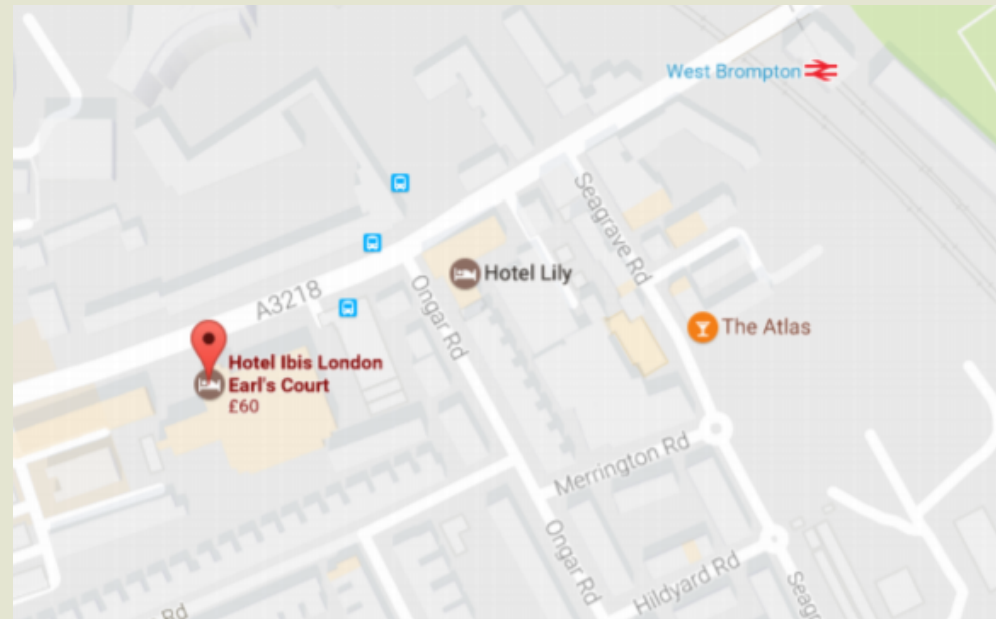
- 74 – Between Putney High Street and Madame Tussauds on Baker Street
- 190 – Between Richmond Bus Garage and Lillie Road.
- 430 – Between Roehampton and South Kensington Tube Station

### Arriving by Tube:

Take the District Line to West Brompton Station. Turn left from the station, approximately 2 minutes' walk to get to the venue.

Alternatively, Earls Court Station is a 13 minute walk from the Hotel Ibis Earls Court.

### MAPS:



## CONTACT

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