

9-13 SEPTEMBER 2019

LONDON

INTERNATIONAL SHIPPING WEEK

JOINING INSTRUCTIONS

REGISTRATION

Date: Thursday 12 September 2019

Time: 09:00 – 09:45

Badges: Please collect your badge and delegate packs before joining fellow delegates and speakers for the welcome coffee break.

- For security reasons delegates may be asked to show photo ID and supply a business card.
- Lanyards and delegate badges must be worn at all times.
- In order to avoid delays, please keep baggage to a minimum as it may be scanned on arrival.

NETWORKING BREAKS

09:00 – 09:45 Welcome Coffee Break
 12:00 – 12:45 Networking Luncheon
 14:30 – 15:00 Afternoon Coffee Break
 16:30 End of Conference Sessions

Please note these timings may be subject to small changes.

[Click to view the LISW19 Conference Programme](#)

LISW19 APP

Our new LISW19 app is free-to-use and available to download on Android and iOS platforms.



SUPPORTING CHARITIES

An envelope will be placed in delegate bags at LISW19, a fundraising website will also be available for online donations.

VENUE, ACCOMMODATION & VISAS

- londoninternationalshippingweek.com/venue
- londoninternationalshippingweek.com/accommodation
- londoninternationalshippingweek.com/hotelmap
- londoninternationalshippingweek.com/visas

www.londoninternationalshippingweek.com

We are looking forward to welcoming you to the *London International Shipping Week Conference*, which is taking place at the Grosvenor House, London, United Kingdom.

GENERAL INFORMATION

Onsite Contact Details:

Luci Llewellyn-Jones – +44 7775 92 42 24
LISW19 All Enquiries

Tori House – +44 7584 48 63 91
LISW19 All Enquiries

Kelli Houghton – +44 7384 54 28 98
LISW19 Conference Contact

Dress Code: Business Attire

Dietary Requirements:

Please confirm any special dietary requirements by **Tuesday 10 September** to events@shippinginnovation.com.

Mobility Requirements:

For lift access to the Great Room please email: events@shippinginnovation.com.

Phone Reception / WiFi:

Some phone networks struggle to provide coverage in the Great Room, we advise using a WiFi based messaging service (e.g. Whatsapp) to contact colleagues, dedicated LISW19 WiFi details below:

Network: **LISW19** Password: **Clarksons**

Q&A: If you wish to ask a question please raise your hand and wait for assistance. On taking the microphone please announce your name and company before continuing with your question.

VENUE

The Great Room at the Grosvenor House 86 – 90 Park Lane, London, W1K 7TN

On arrival, the Great Room can be accessed via the dedicated, pedestrian entrance on Park Lane where all the taxi drop-offs should take place.

You can also access the Great Room from the Grosvenor House lobby, please follow the signs to the left of the Hotel check in desk.

Parking Space

Grosvenor House: 80 cars, opposite Hotel Garage, Reeves Mews
N.C.P: 100 cars, Park Lane
Nearby: South Audley Street, Adams Row

