

# APMP UK Conference 2015

21-22 October 2015

Park Inn Hotel, Bath Rd, Heathrow, Middlesex, UB7 0DU, UK

## Delegate Conference Overview

On Arrival:

To obtain free hotel parking, it is important that on arrival you provide the hotel reception with your car registration and length of stay. There is ample parking with an overflow option if needed.

20th October, Training Day

The [20th October Training Schedule](#) provides times and locations for seven of the APMP courses being held.

Conference Welcome Reception:

The APMP UK CEO is holding a Welcome Reception in the exhibitor area of the Orbitor Conference Centre on 20<sup>th</sup> October between 19:00 and 20:30. Light refreshments will be available. This invite is to all delegates. If you will attend and have not already responded, please [R.S.V.P](#) to assist with planning.

Conference Registration:  
22<sup>nd</sup> October

Registration is in the Orbitor Conference Centre and opens at 08:00 on the mornings of 21<sup>st</sup> and 22<sup>nd</sup>. You will be registered, given a name badge and conference bag which contains several items including the conference brochure. The conference entrance is clearly visible from outside the hotel main entrance, but can also be accessed from the hotel reception. [Hotel Floorplan](#)

Name Badges:

These must be worn throughout and request all badges are handed back for re-use.

Start Times:

Day One, 21<sup>st</sup> October: 08:45 start for people attending for the first time with a 'First Time Delegates' welcome'.

Speaker sessions start at 09:00 for all in the main Discovery Hall.

Day Two, 22<sup>nd</sup> October: 08:45 start for people attending for the first time with a "First Time Delegates' Welcome".

Day Two: 09:00 speaker sessions start for all delegates.

End Times:

Day One: 17:40 / Day Two: 17:15

Cloak Room / Storage:

Storage for suitcases and coats is available inside the Conference Centre. No responsibility accepted by APMP for any items.

WiFi:

The hotel offers complimentary WiFi

Speaker Sessions:

We do not ask which sessions you wish to attend over the two days - you are free to decide at any time. Should you want to plan ahead, the schedules for [Day 1](#), [Day 2](#) and [speaker profiles](#) give full details to do this.

APMP UK App:

Operating across all platforms, this is free and can be downloaded by searching "APMP UK" in your app store. In addition to conference information, the app includes APMP UK news and events year-round.

Feedback:	We can only know what you enjoy most and how we can continue improving if you tell us!
	In trying new ways to collect data more efficiency, this year we are asking you to submit your session feedback via your phone or tablet. Instructions will be provided at conference.
	Following the event we ask you to complete an online feedback form relating to the whole event. This takes a few minutes and provides valuable information in planning conference 2016.
Black Tie Award Dinner:	Pre dinner drinks will be served at 7pm outside the Discovery Hall with the main event commencing at 7:30pm.
	The <a href="#">Awards Dinner</a> is renowned for being relaxed and enjoyable with ample opportunity to meet other guests. This is particularly valuable for those attending on their own as the tables are assigned to mix up groups so you get to meet and socialise with people from other organisations. Companies however may wish to sit together as a team. Please advise tables of ten where applicable. It is not too late to <a href="#">book</a> if you haven't done so already.
Conference Location:	Park Inn Hotel, Bath Rd, Heathrow, Middlesex, UB7 0DU Reservations Tel: +44 (0)208 759 9991
Accommodation:	Rooms are currently available at the <a href="#">Park Inn Hotel</a> . There are also alternative hotels nearby.
Travel:	A range of <a href="#">travel options</a> to the venue are available.
Attending the conference alone:	A number of delegates are attending the event alone. The foyer outside the "Atlantis" room is a great meeting point for striking up conversation and networking.
Exhibitors:	This year we have a broad and interesting range of exhibitors. This annual event is an excellent opportunity to see in one place what is being offered in the market and now available to the bidding and proposal industry. See products and services at your leisure and on your terms. There is a good chance you will see what your peers are using.
	The conference web site contains an overview of <a href="#">products and services</a> you can expect to see.

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