Your checklist for the final countdown to the IAC 2018 in Bremen, Germany, 1 – 5 October 2018

1. Where to find the IAC 2018 venue?
   • Address: Messe Bremen, Findorffstraße 101, 28215 Bremen, Germany
     ▪ Parking lots are available right in front of the venue, just follow the signs to “Parkplätze Bürgerweide”
     ▪ Nearby tram station: Tram Line 6, Exit “Blumenthalstraße/ Bürgerweide”
     ▪ For a map of the venue, please see page 2 of the checklist

2. Registration check-in and badge pick-up
   • Participants are asked to wear their congress badge at all times for identification and admittance to the conference venue
   • Make sure to pick-up your badge from the registration counter well in advance in order to participate in the events of the IAC
     ▪ Please bring your registration confirmation/invoice (provided by the BTZ Bremen-Tourism) with you for identification
     ▪ Registration is located in the Central Area of the venue and opens:
       | Date             | Time       |
       |------------------|------------|
       | Sat, 29 Sept 2018| 13:00-18:00 hrs |
       | Sun, 30 Sept 2018| 8:00-18:00 hrs |
       | Mon, 1 Oct 2018  | 7:00-18:00 hrs |
       | Tue, 2 Sept – Thur, 4 Oct 2018 | 8:00-18:00 hrs |
       | Fri, 5 Oct 2018  | 8:00-17:00 hrs |
     ▪ Contact the registration at: iac2018@bremen-tourism.de

3. Events & Tickets
   • included in your registration fee is the:
     ▪ Opening Ceremony, Mon, 1 Oct 2018, 9:00-10:30 hrs, ÖVB Arena, Messe Bremen
     ▪ Welcome Reception, Mon, 1 Oct 2018, 19:30-21:30 hrs, Festival Hall, Messe Bremen
     ▪ IMPORTANT: Please leave suitcases and large bags in the cloakroom!
   • should you have booked any additional tours, visits and events, the tickets will be handed out upon check-in at the registration counter in the Central Area of the venue
   • further tickets (depending of the availability) can be purchased on-site at the registration counter

4. Travelling with kids?
   • We offer a child care service on-site. Please register in advance at: www.iac2018.org/childcare/

5. Hotel accommodation
   • Have you already booked your hotel accommodation?
     ▪ If yes, do not forget to bring you booking confirmation with you
     ▪ If you should need a hotel room, please contact the Bremen Tourism (BTZ) Service Center: Phone: +49 (0) 421 3080010, email: info@bremen-tourism.de

6. How to contact the LOC office?
   • Email: registration@IAC2018.org
   • Phone: +49 421 218-57823 (until 26 Sept 2018)
   • Phone: + 49 421 3505-9105 (27 Sept- 5 Oct 2018)