

Plan Your Day.

On Sunday afternoon, there will be over a thousand people arriving in Ottawa by train, plane, and automobile. They will be looking for parking, and wanting to check into their hotel room. If you have a scheduled meeting or event on Sunday, please ensure you leave yourself plenty of time. While waiting in line to check in or to pick up your registration, seize the opportunity to network with colleagues around you. Or, start preparing for your conference - see below for tips.

YOUR HOTEL

If someone else made your reservations, make sure you know which hotel you are staying at, the address of the hotel and your confirmation number. There are eight hotels in the AMO Conference Room Block, and many others in Ottawa. If you arrive before the hotel's check-in time, consider picking up your delegate's kit and visiting the Exhibit Hall at the Shaw Centre.

CONFERENCE LOCATION

The AMO Conference will take place over two connected venues. As you prepare for your arrival we suggest that you make note of the hotel you are staying at and it's location in proximity to the two Conference venues.

The Shaw Convention Centre 55 Colonel By Drive, Ottawa	Westin Hotel 11 Colonel By Drive, Ottawa
Registration	Breakout Sessions
Plenary Hall	Lunches
Trade Show	

PICKING UP YOUR REGISTRATION BADGE AND KIT:

Conference registration is located in the third floor lobby of The Shaw Centre. You will need to present photo identification in order to pick up your registration package. This helps us with security. Your badge is needed to enter all the conference learning sessions and your kit will contain the detailed program. PLEASE NOTE: Wednesday registration is located on the 4th floor of the Westin Hotel.

- Sunday, August 18: 9:00 am - 7:00 pm
- Monday, August 19: 7:30 am - 5:30 pm
- Tuesday, August 20: 7:30 am - 3:30 pm

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PARKING AND DRIVING IN OTTAWA?

The City of Ottawa celebrates NOKIA Sunday Bikedays, which means Colonel By Drive is closed from 9:00 a.m. – 1:00 p.m. on Sunday, August 18. Full information can be found by [clicking here](#). A suggested alternate route if travelling on Highway 417 is to exit at Nicholas Street, and remain on Nicholas Street Drive to Daly Avenue. Turn left on Daly Avenue.

If you are staying at the Westin Hotel, hotel details (including parking information) can be found by [clicking here](#).

If you will be parking at the Shaw Centre during the conference, parking information can be found by [clicking here](#).

Check out other road closures that may affect your travels by [clicking here](#).

ON-SITE QUESTIONS, LOST AND FOUND and MORE:

Visit AMO's Information Booth for conference related questions, located with registration during registration hours.

Ottawa Tourism:

Ottawa Tourism will be on-site in the Exhibit Hall to answer any questions about all the city has to offer. Be sure to check out Ottawa's **Flash Your Badge Program** which allows delegates to access discounts and special offers at participating attractions, tours, and restaurants around the City of Ottawa. There is no registration required to use this program – simply present your conference issued delegate badge at participating retailers to receive the advertised discount! [Full details can be found by clicking here.](#)

PREPARING FOR THE CONFERENCE

Enhance your experience by downloading AMO on the official AMO mobile app available for iOS, Android, and Blackberry. The app has all the important information you'll need for convenient access to conference highlights, the agenda, session details, maps, and more. Download it today at: <https://crowd.cc/2019amoconference>

**** Please delete any previously downloaded AMO apps before you download this app.**

WHAT'S ON THE PROGRAM FOR SUNDAY?

There are plenty of reasons to ensure timely arrival at the Conference on Sunday. Below is a list of all scheduled activities that will enhance your conference experience and ROI.

Pre Conference Clinics: 9:00 a.m. – 12:00 p.m.

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These clinics are available to those who registered for one of the clinics. If you are interested in learning more, please visit: <http://www.amo.on.ca/Events/AMOCongress>

Meet AMO's Digital Partners: 3:00 p.m. - 4:30 p.m.

Open to registered delegates. Meet our digital technology partners and learn how their technologies can support your municipality.

Conference Orientation and Briefing on proposed AMO By-law Changes:

4:30 p.m. – 5:00 p.m.

This session will walk you through the conference events, and answer any questions you might have to help you get the most from the 2019 Conference. This session will also include information about proposed AMO By-law changes that will be considered at the AGM.

Trade Show: 2:00 p.m. – 8:00 p.m.

Over 100 vendors that service municipalities will be on-site to meet with you during the Exhibit Hall hours on Sunday and Monday. At 5:00 p.m., join the official AMO Opening Reception taking place in the Exhibit Hall. Social Pass A and B holders will be able to access the Trade Show at 5:00 p.m. at the start of the reception.

AMO Conference Fundraising: Youth Engagement Initiative

Throughout the conference, we will be selling \$20 raffle tickets in support of AMO's new Youth Engagement Initiative – be sure to have cash!

City of Ottawa Host Reception: 8:00 p.m. – 10:00 p.m.

Join your City of Ottawa hosts at the Heart & Crown ByWard Market for the City of Ottawa's Welcome Reception. Guests who purchased a Social Pass will have access to this reception.