

When is the event?

BEOS will take place from the $26^{th} - 27^{th}$ March 2024

Where is the event?

BEOS will be hosted at the iconic Business Design Centre 52 Upper Street Islington London N1 0QH

Where is the registration desk?

BEOS registration desk is located in the 1st floor – Gallery Hall reception Area.

Due to heightened security, you may need to have your bags searched when you arrive at the BDC.

Located on the 1st floor Gallery Hall Reception Area, where you will receive your badge.

What are the registration desk opening hours?

The registration desk will be open from 08:00 - 18:00 each day.

How do I get to the venue?

The BDC address: 52 Upper Street, Islington, London, N1 0QH. The venue is located in the centre of Islington with easy access to and from Central London by public transport.

For the best directions and further information, visit the 'following website: <u>https://www.businessdesigncentre.co.uk/visitors/</u>

Can I drive to the venue? Is there parking onsite?

There is parking onsite and, this will have to be booked in advance <u>here</u>. Please be aware the congestion charge may apply if you are driving.

Is there a cloakroom?

BEOS will offer cloakroom service. The Cloakroom is located in front of BEOS registration desk. The cost of the service is £1.50 per item.

What should I bring?

There is no need for you to bring anything as long as you are registered! However, to be on the safe side, we do recommend having on hand a copy (either on paper or virtual) of your confirmation email.



Do I need to print my ticket?

As long as you have registered for BEOS, all will be ready for your arrival. However, we recommend having a copy of the confirmation email of your registration either on your phone or printed.

What does my ticket include?

The BEOS ticket includes access to the exhibition area, two conference rooms and the evening reception. Additionally during the two days show, food and refreshments will be served.

How do I register/buy tickets?

Please visit the page <u>www.beosevent.com</u> and visit the registration page. Please select the registration type, fill in your details and you should be sorted!

I do have a registration code, how do I use it?

Please follow the usual registration system, fill in all your details and select the rate indicated by organisers when they provided you with the registration code. After filling in the details and landing to the payment page, please introduce the code to redeem the discount/offered rate.

Is there Wifi in the venue?

The BDC has free wifi in communal areas. BEOS will be offering an enhanced wifi connection with special password only for BEOS attendees. The password details will be available in the printed programme and in several digi screens around the venue.

Accessibility?

If you arrive by car, we have 8 dedicated parking spaces for blue badge holders in our on-site car park. There is a passenger lift to street level or the BDC forecourt, or you can take the 17-step pedestrian staircase.

The route from the car park to the building is well-lit and clearly marked. The surface is firm. There are two staircases between street level and the building (5 and 12 steps respectively, all with handrails). We have a ramp on the forecourt.

If someone is dropping you off in a vehicle, please contact our front of house team so we can give you access to the forecourt through our security point. Please call 0207 288 6475.

If you are coming by train, the nearest step-free station is Kings Cross and St Pancras International, which is easily reachable via bus or taxi.

And inside the venue?

All levels of the venue are accessible via passenger lifts, with low-reach buttons, braille, back mirrors and distress alarms. Every staircase in the BDC has handrails. All publicly-accessible areas of the venue are well-lit.



Where can I stay nearby?

Near the BDC there are multiple accommodation options. Please visit the following link to see a listing of the hotels and other accommodation services nearby: https://www.businessdesigncentre.co.uk/visitors/local-services/accommodation/

What if I have any dietary requirements or special needs?

We are pleased to work with caterers that can accommodate all dietary requirements and special needs as long as we let them know in advance! Please make sure you indicate your needs when proceeding with your registration.

I am interested in sponsoring the event. How can I get involved?

BEOS is actively looking for sponsors and supporters, please visit the event website to find all the standard sponsoring opportunities, or feel free to email Marta Diaz at natalie@pesgb.org.uk to discuss more tailored options.

I am interested in speaking at the event. How can I get involved? Where can I enquire further?

By visiting the CONTACT tab on our website you can submit an enquiry to be considered for the BEOS programme as a speaker. Alternatively, please email Leah Williams (<u>lwilliams@aapg.org</u>) indicating your interest, subject of the presentation and a brief description of it for the convenors to consider.