

Thank you for registering for this year's Fall Conference!

This email includes important information for conference attendees, please read it in its entirety.

The conference is being held at the Sheraton West Des Moines located at 1800 50th Street West Des Moines, IA 50266. There is free parking at the hotel.

Tuesday, October 23

Pre-conference workshops/tours will be held on Tuesday, Oct 23. If you are registered for a morning workshop, registration will begin at 8:00am and the workshop will begin at 9:00am. If you are registered for an afternoon workshop registration will begin at 12:00, the workshops will start at 1pm. If you are registered for a morning and afternoon workshop you will re-register for the afternoon workshop. Watch for a separate email for pre-conference workshop and tour attendees that will provide more details.

Wednesday, October 24

On Day 1 of the Main Conference, Wednesday, October 24, registration and networking will be open from 8:00am-10:00am. A light continental breakfast will be provided. Please keep your name badge for Day 2 – you not need to re-register on Day 2.

[Click here for the conference agenda.](#)

Thursday, October 25

Day 2 of the Main Conference, Thursday, October 25, registration will be open from 7:30am – 8:30am for Day 2 attendees. If you attended on Day 1 you do NOT need to register again. Keep your name badge from Day 1. A continental breakfast will be provided.

Download the WHOVA app for the conference. We will use this to make announcements and you can use it to connect with other attendees, access a venue map, and get conference updates as they happen. https://whova.io/portal/ilcfc_201810/

Please remember to [review the breakout sessions](#) prior to arriving at the conference. You did not and will not pre-register for breakouts. Rather,

you will go the breakout of your choice which will be filled on a first-come, first-serve basis.

The temperature in each room of the venue can vary, please plan to dress in layers for your comfort.

You **do not** need to print your EventBrite ticket for this event. If you are unable to attend this event please contact Tracy at tschust@iastate.edu **The deadline for refunds has passed.** Organizational members may send someone from their organization in their place. If possible, please notify us ahead of time if you are sending someone in your place so we can make a name tag for them. Individual memberships are non-transferable.

Thank you and we look forward to seeing you in Des Moines for our largest conference yet!

The Fall Conference Planning Team