



Getting there

If you are travelling to the event, please make sure to [review and prepare the necessary travel requirements](#) for entry into Rome. All travelers are required to complete an [EU digital passenger locator form](#).

On arrival it is a [15 minute taxi ride](#) (approx. 35 EUR) from the Rome Leonardo da Vinci International Airport to [Rome Marriott Park Hotel](#). Alternatively there is an airport shuttle to and from the hotel available from Terminal 3 at 30 minute intervals (Mon - Fri, 08:00 - 20:00, 10 EUR per person, each way). If you wish to notify the shuttle of your intended arrival time please call + 339 38 55 056 or email info@rometransfersagency.com. The hotel also provides a private transfer, car service, please contact the agency above for individual pricing. To discover more about Rome click on the [official website](#) which gives details of the latest event, top things to see, how to get around the city and more.

Health and Safety



Onsite registration opens Monday 15 November 2021 from 09:00 - 18:00, at the ground floor foyer. At registration, all attendees should be prepared to supply photo identification and the relevant documentation/digital pass detailing proof of vaccination, recovered status or COVID-19 test result (please [review this link for Italy's requirements](#)). Once cleared, you will be provided with a wristband for each day of the conference which will expedite your entry. Delegates supplying rapid COVID-19 test results will be required to return to registration for clearance and wristbands for entry to the event upon expiry of their test results. **Please wear your badge and the correct wristband each day you enter the venue.**

At this conference, the delegate bag has been replaced with a health and safety pack which will contain a mask, hand sanitizer and four COVID-19 rapid antigen tests. These tests are to be used by delegates voluntarily each morning of the conference, providing additional reassurance for attendees of the high levels of health measures being taken for this event. The tests offer a rapid 15 minute result, which we ask you undertake to self manage your attendance. For more information of the onsite safety protocols that will be employed at the Slot conference please follow this [link](#).

Head Delegate meetings and Program

At the in-person Head Airline Meeting and Head Delegate meeting, **only one person from each organization (the attending Head Delegate or a substitution) will be admitted into the Da Vinci Ballroom.** The meeting will be live streamed to all eligible delegates and participation is encouraged either in person or by posting questions online. If you will be attending **instead** of your Head delegate, please speak to IATA at the Info booth to ensure your badge is updated to allow quick entry.

We encourage you to add presentations to your schedule in Swapcard and block your time under my meetings to watch sessions in person and live online. Recordings will be available under videos on demand after each recorded session.

Working Arrangements

The airline lounge is located in the Tiziano Ballroom, Ground level, for airlines to power up devices in between appointments (if required) take short virtual meetings and to take in person meetings between airlines. **Due to current restrictions, an airline workroom with allocated shared seating arrangements is not possible at this conference.**

[How to get the most out of attending the Slot Conference](#) gives more detail on working arrangements and best practice at the conference and the [workroom and floorplan diagram](#) gives information on the ten coordinator work room locations and main coordinator work room where airlines and coordinators will take their meetings.



Networking Refreshment Breaks, Lunch and Dinner

IATA provides a light buffet style lunch to all attendees free of charge during the conference from 12:30 – 14:30 held within the Brassier Restaurant, Botticelli catering room. Dessert, tea & coffee will be served within the Exhibition area, all held on the foyer level. There are also two networking refreshment breaks taking place daily at 10:30 – 11:00 and 15:30 – 16:00 (please view the [Program at a Glance](#) for more information and remember to wear your badge and wristband for entry). **Coordinators are kindly reminded it is best practice to ensure adequate coverage is available throughout the conference working hours for the duration of the Slot Conference.**

To avoid disappointment, delegates are advised to make dinner reservations 24 hours in advance during their stay in Rome. Please review useful Italian tourist information, specifically for COVID-19 [here](#) (e.g. Bars & Restaurants, up to six non-cohabiting people may sit together indoors, there are no limits for people outdoors)

Welcome Reception

Tuesday 16th November from 18:00 - 20:00 enjoy an evening of local cuisine and culture, in the Exhibition area, Ground Level sponsored by Aeroporti di Roma.



Exhibition Happy Hour

Wednesday 17th November from 18:00 - 19:00 held in the Exhibition area, Ground Level. Join us for a sampling of local food and drinks. Check out the [Interactive Exhibition Floorplan](#) and discover all the exhibitors and sponsors at SC149.

[Latest weather in Rome](#)

[Power outlet type F and L](#)

[Current exchange rate for Euro \(EUR\)](#)



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