

## Joining instructions – PMO Value Ring Workshop

An event organised by the [APM PMO SIG](#)

This booking has been made under the [APM Terms & Conditions](#). If you have any questions about these terms and conditions you should contact [events@apm.org.uk](mailto:events@apm.org.uk).

**If you are now unable to attend please cancel your booking. To cancel please log in, [go to the events tab](#) in "my account" and follow instructions.**

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|-------|--|
| Date  | Wednesday 01 <sup>st</sup> March 2017  |
| Time  | 8.30am Registration, networking, refreshments<br>9.00am Start<br>3.00pm Close and networking |
| Venue | <a href="#">Holiday Inn Kensington Forum, 97 Cromwell Road, London, SW7 4DN</a>              |
| CPD   | Up to 7 hours. <a href="#">Find out about CPD</a> .  |

### Getting there

#### [Underground map](#)

For details of the most appropriate route for your journey visit: [www.tfl.gov.uk/journeyplanner](http://www.tfl.gov.uk/journeyplanner)

The nearest **tube stations** is Gloucester Road, which is about a 3 minute walk.

**Car Parking:** All delegates are entitled to 50% discount on their car parking at the Hotel. Subject to availability in car park. Delegate car park tickets should be stamped by the Academy Team and validated by Reception.

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IF YOU HAVE ANY **SPECIFIC ACCESS OR DIETARY REQUIREMENTS** [PLEASE LET US KNOW](#)

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On arrival at the venue please go to the first floor and follow the signage to the Dali Suite, where you will find APM's registration desk. Please don't forget to return your name badge for recycling at the end of the event.

In the light of current security advice from the police to be vigilant and aware:

- At registration: please can you **ensure that you bring some form of ID**, this could be an email on a mobile phone or printed confirmation of booking or this joining instructions email, or an APM membership card, or a business card.
- At the beginning of the event you will be briefed as to the **evacuation procedure** – please ensure you understand where your nearest emergency exit and assembly point are.
- Please **don't touch any stray bags or cases** but let the organisers know.



**Tweet!** If you are on twitter then why not tweet to let people know you are attending by clicking [here](#)

An invitation to complete the online feedback survey will be sent to you after the event, please do complete it – your feedback is very valuable and it helps us to improve future events.

If you are interested in receiving updates about the [APM PMO SIG](#) and future events, please ensure you have joined the online community.