

Location (see map overleaf)

One Great George Street is situated a short distance from the Houses of Parliament and Westminster Abbey.

The nearest underground station is **Westminster** (District, Circle and Jubilee Lines) and exit six is closest to the venue. **St James's Park** (District and Circle Lines) is also nearby.

There is no on-site car parking for visitors.

The Conference will take place in the Telford Theatre on the first floor. Lunch and refreshments will be served in the Great Hall adjacent to the Telford Theatre.

Registration

Registration will commence at **9:15**. On arrival you will be directed to a registration desk outside the Great Hall on the first floor. A member of staff will greet you and give you your name badge. Please wear your name badge throughout the day, and hand it in after the closing session.

Smoking

Smoking is not permitted in any part of the building.

Refreshments

A seated buffet will be provided in the Great Hall from **12:00**.

Toilets

Toilets are on the first floor and are signposted. Wheelchair accessible toilets are on the ground floor (via lift).

Messages

In the event of an emergency, messages may be left via the registration desk at the venue (**020 7665 2280**) which will be manned by AJTC staff. They will endeavour to pass messages on during breaks.

