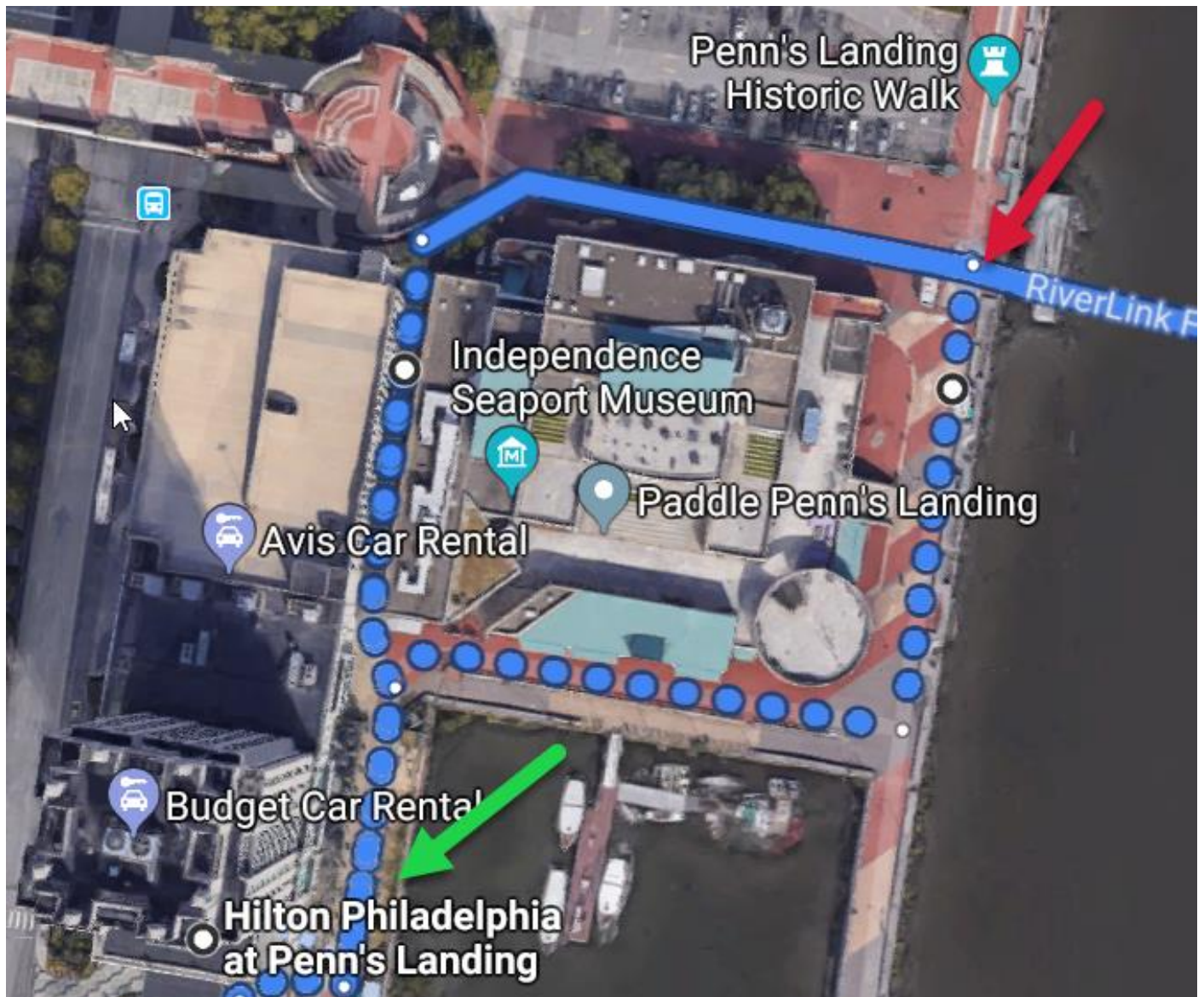


# 2019 CFMA MID ATLANTIC REGIONAL CONFERENCE

## Know-Before-You-Go Information

- REGISTRATION HOURS:**  
**SUNDAY: 12:00 pm to 6:30 pm Columbus Ballroom Foyer**  
**MONDAY: 7:00 am to 4:00 pm Grand Ballroom Foyer**
- PERSONAL ID REQUIRED:** You will be required to show at least one form of I.D when arriving at the conference registration desk to receive your conference welcome packet.
- NAME BADGES AND WRIST BANDS:** Name Badges and Wrist bands are required for ALL conference events. Separate wrist bands shall be distributed as noted below for Sunday CPE and Sunday Dinner.  
**Note: You will NOT BE PERMITTED to board the Ferry or the Battleship New Jersey without a name badge and wrist band.**
- SUNDAY CPE SESSION: TICKET PURCHASE REQUIRED.** Those who paid the \$40 ticket fee for the Sunday CPE Session will receive a **BLUE wristband** in their registration package.  
**The BLUE WRISTBAND must be worn for admission to the CPE session.**
- SUNDAY NETWORKING RECEPTION/DINNER:** Those who registered to attend the Battleship New Jersey Networking Reception and Dinner will receive a **GREEN wristband** in their registration package.  
**The GREEN WRISTBAND AND YOUR CONFERENCE ID must be worn for admission to the Battleship.**
- ATTENTION REQUIRED: BATTLESHIP NEW JERSEY SECURITY, SAFETY, DRESS AND EVENT INFORMATION:** Please direct your attention to the last page of this document for IMPORTANT SECURITY, SAFETY AND CLOTHING INFORMATION regarding your visit to the Battleship New Jersey. Please take time to read this information, so you are fully informed as to what to expect during your visit and what is expected of you.
- TRANSPORTATION TO THE BATTLESHIP NEW JERSEY:** Attendees will take the River Link Ferry to the Battleship New Jersey. Alternate transportation is available on a very limited basis and may be made in advance by contacting Wendy Byerley 610-960-3081. The Ferry is located at 211 South Columbus Blvd, right next to the Independence Seaport Museum (just a 2-minute walk from the Hilton Hotel). The Ferry departs from the Philly Dock to the Camden Dock every hour at the top of each hour. The Ferry departs from the Camden (Ship) Dock to the Philly Dock every hour on the half hour until 9:30pm (the last Ferry). Plan to arrive at the departure location at least 15 minutes prior to the scheduled departure time. When arriving at the Camden Dock you can either board the complimentary Tram or take a leisurely ¼ mile stroll to the Battleship. (Note: Despite the Ferry website showing the last Ferry departing Camden at 6:30pm, CFMA has contracted with the Ferry to run each hour until 9:30pm.) (SEE WALKING MAP OF WALKING ROUTES TO FERRY BELOW)  
**The GREEN WRISTBAND AND CONFERENCE ID must be worn for entry onto the Ferry.**

**WALKING ROUTES TO FERRY:** See below walking Routes from the Hilton Hotel to the River Link Ferry. Check with hotel Concierge if further assistance is needed:



**Battleship Agenda:**

- Battleship tours 4:00 pm to 5:30 pm
- Cocktails 4:30 pm to 6:00 pm
- Hall of Flame of Awards and Gun Firing 6:00 pm to 7:00 pm
- Dinner 7:00 pm to 9:00 pm
- Captain's Speech 7:30 pm

8. **MONDAY CONFERENCE LOGISTICS:**

- **Breakfast:** Will be served 7:00 am to 8:00 am in the Columbus Ballroom
- **Breaks:** Snacks and Beverages will be available during Morning and Afternoon Breaks in the Columbus Ballroom Foyer
- **General Sessions:** Will be held in the Grand Ballrooms
- **Lunch:** Will be served in the Columbus Ballroom
- **Exhibitors:** Will be available from breakfast through lunch and the afternoon breaks in the Columbus Ballroom Foyer
- **Concurrent Sessions: ROOM LOCATIONS** can be found on the Agenda tab of the conference website at: <http://www.midatlantic.cfmaregional.org/ma-agenda.html>

9. **PROGRAM MATERIALS:** Conference materials (AGENDA/SPEAKERS/ATTENDEE LISTING/ROOM LOCATIONS) are available for download at: <http://www.midatlantic.cfmaregional.org/ma-home.html>

10. **WIRELESS:** Wireless internet will be accessible in the meeting room.

11. **CPE SESSIONS:** We are pleased to offer 8.5 CPE credits. In order to be eligible for CPE credit you will be required to sign in ONE TIME at the registration table. During each CPE Session, a code word will be given to attendees. YOU MUST HAVE THIS CODE TO OBTAIN YOUR CPE CREDITS. Within a few days after the conference you will receive an email from CFMA with a link to the CPE site. You will log in, complete an evaluation for each session you attended, and enter the code word provided. Upon completion, you will be able to print your CPE certificate(s).

12. **Hotel Parking:** Parking is Available at the Hotel for \$35.00 per day. Valet Parking is also available for \$49.00. For day-pass (non-overnight) attendees, discounted vouchers for Monday parking will be available at the conference registration desk.

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**HAVE QUESTIONS?** If you need help, please contact:

Joe Buckley (610.721.7897); [Joe.Buckley@allanmyers.com](mailto:Joe.Buckley@allanmyers.com)

Jim McGettigan (484.250.2788); [JMcGettigan@cbiz.com](mailto:JMcGettigan@cbiz.com)

Wendy Byerley (610.960.3081); [Wendy.Byerley@allanmyers.com](mailto:Wendy.Byerley@allanmyers.com)

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**(PLEASE READ)**

**BATTLESHIP NEW JERSEY  
SECURITY, SAFETY, DRESS AND EVENT INFORMATION**

- For the security of all guests, all carry-on materials may be subject to search upon boarding. Large bags, purses, etc. are discouraged, and may be subject to random search upon exiting. At no time should a bag, baggage, or carry-on materials be left unattended on the Battleship or ship property including accessways, pier and Visitor's Center.
- Attendees are advised to wear appropriate attire for a shipboard environment, including, non-skid shoes for both men and women (high/thin-heeled shoes may pose a danger), suitable clothing to climb a high brow to board and steps & ladders throughout the ship if required.
- At no time are attendees permitted to wander around the Battleship without permission from AND escorted by an authorized representative of the Battleship.
- All attendees are to be aware that the Battleship is positioned in a water environment of substantial height and appropriate caution must be exercised while aboard the Battleship, particularly at the perimeters. **NO ATTENDEE SHALL LEAN OVER THE SIDE RAILS AT ANY POINT OF THE BATTLESHIP.**
- Attendees shall make themselves aware of possible tripping hazards, marked or unmarked, at all times.
- Any individual deemed to be intoxicated by an authorized representative of the Battleship will be removed by escort from the ship and off the property.
- Any child on the Battleship must be accompanied and supervised by an adult at all times. Young children should be no more than an arms-reach away from a supervising adult at all times. Note: **The CFMA tours/dinner/reception are Adults only events.**
- All attendees shall vacate the Battleship and associated property not later than one-half hour after the conclusion of the event.