



## 5<sup>th</sup> International Conference on Advanced Vibrational Spectroscopy

### INFORMATION FOR DELEGATES

#### OVERVIEW

The following document provides information to assist you prior to arrival in Melbourne. It has details on the conference venue, program, workshop sessions and social activities.

#### VENUE

**The Sebel & Citigate Albert Park Melbourne**

65 Queens Road

**Melbourne**

Tel: + 61 3 9529 4300

**Website:** <http://www.mirvachotels.com/sebel-albert-park-melbourne>

#### LOCATION

The main conference venue for the 5<sup>th</sup> International Conference on Advanced Vibrational Spectroscopy is The Sebel, Albert Park, Melbourne which is located on Queens Road, opposite Albert Park Lake.

The Secretariat Desk and Speakers Room are located at the Sebel, and this will be the venue for plenary sessions, morning/ afternoon teas, lunches, workshops and poster sessions.

#### LOCAL TRANSPORT

Melbourne itself has an extensive fully linked [train, tram and bus network](#). NB. The [Sebel](#) is located well within transport zone 1 and you will get to all Melbourne's major cafes, restaurants, parks, gardens, tourist and entertainment centres with a zone 1 ticket.

From the city the following trams stop on St Kilda Rd close to the Sebel : 3 and 3a (direction East Malvern); 5 (Malvern); 6 (Glen Iris); 16 ( Kew); 64 (East Brighton), 67 (Carnegie),96 (St Kilda Beach). Alight at the High Street stop and walk down Lorne street to the Sebel. Understanding the ticketing system for Melbourne's transport requires 3 years fulltime study but for the visitor needing the essentials: Tickets are time based and allow you to use train/tram/bus and swap from one to another anywhere in the zone of choice. The [standard fare](#) for an all day zone 1 ticket is \$6.80 but you can do better than this by buying a weekly ticket or cards allowing multiple journeys..

The most flexible and cheapest weekday option is probably to buy a 10 x 2hr metcard ticket (\$29.40) which has to be bought from a person/station and is \*not\* available from a machine. This ticket has two nice advantages: If you use it twice on the one day it becomes a day ticket and no further fares are removed. If you use it after 6.00pm then the 2 hour time limit stretches to the early hours of the following morning. You must validate your ticket in a machine every time you hop on a train, tram or bus.

#### TRAVEL

All visitors to Australia, with the exception of those travelling from New Zealand, will require a visa or electronic travel authority. For information visit: <http://www.immi.gov.au/visitors/index.htm>.

**PLEASE ENSURE YOU HAVE THE NECESSARY TRAVEL DOCUMENTS PRIOR TO DEPARTURE.**

## TRANSPORT FROM MELBOURNE AIRPORT TO HOTELS

Once you have cleared immigration and customs (customs are very strict in Australia; ensure that you are not carrying foods or other restricted items) you will find taxi ranks. Transfer by taxi from Melbourne Airport to the city centre takes around 30 minutes and costs approximately AUD \$60.00.

## SKY BUS

The Skybus super Shuttle runs between Melbourne airport and the Melbourne central business district, 24 hours a day, seven days a week. The service runs every 15 minutes between 6am and 9pm (less frequently at other times), and takes 20 minutes to get from the airport to the City centre. The cost is approximately \$16 one way.

<http://www.metlinkmelbourne.com.au/fares-tickets/metropolitan-fares-and-tickets/airport-service-tickets/>

## REGISTRATION

The Conference Secretariat and Registration Desk will be located Monday – Friday at the Sebel, Albert Park on the first floor outside the Ballroom. On Sunday it will be located in the Lake room lobby (follow the signs at the hotel)

### Registration times are as follows:

Sunday 12 July	10:00 onward
Monday 13 - 17 Friday July	08:00 onward

Delegate bags and conference materials are available at the registration desk at the times indicated above.

## PLENARY AND PARALLEL SESSIONS

All plenary sessions will take place in the Grand Ballroom Sebel, Albert Park venue. A complete list of plenary sessions will be included in the conference program, which will be distributed on-site. For latest updates to the program please visit:

<http://www.chem.monash.edu.au/biospec/icavs/index.html>

## WORKSHOP SESSIONS

The Conference will include workshops and the details of these are available on the web:

<http://www.chem.monash.edu.au/biospec/icavs/workshops.html>

Workshops will take place on:

- Sunday 12 July – 10:30 – 18:00
- Wednesday 15 July – 14:00 – 18:00, Rooms, Grand 3 & 4

## PROGRAM/ABSTRACTS

A complete printed program/abstract booklet will be distributed at the conference. For latest updates to the program please visit: <http://www.chem.monash.edu.au/biospec/icavs/program.html>

At the Conference, a bulletin board, located next to the Conference Secretariat, will display any changes to the program or news about special events.

## SPEAKER'S ROOM

All electronic presentations must be prepared in a PowerPoint format to be loaded in advance of your presentation.

Please bring your presentation to the Speaker's Room, located in The Secretariat M8, 1<sup>st</sup> Floor of the Sebel, Albert Park (Monday to Thursday). Your presentation must be stored on a USB stick or CD-Rom and it must be delivered at least two hours PRIOR to your presentation.

## PRINTING FACILITIES

Copy facilities will be available at the business centre of the Sebel Hotel. If you would like to make copies of your paper or presentation to be distributed to conference delegates, please note charges incurred will be at presenter's expense.

## INTERNET

Internet facilities will be available in the Hotel Lobby area (\$8.00 for 30 minutes or \$20.00 for two hours) Please see the registration desk before purchasing an Internet Card from the Concierge.

## NAME BADGES

At the conference secretariat's registration desk, all registered delegates, members of the press, accompanying guests and exhibitors are kindly requested to wear their name badge when attending all conference activities and social events. A replacement fee of AUD \$5.00 will be charged for every lost or forgotten badge. In order to facilitate another badge, please present a copy of your registration.

## SOCIAL EVENTS:

The conference opening and welcome event will take place at Government House (Monday 5.30pm) and whilst Australians are normally renowned for their casual dress, a **dress code** applies at Government House functions. This is coat and tie (with long trousers) for Males and day dress for females. Maps and detailed travel information will be available at the conference for the short travel required to Government House. From the hotel walk up Lorne street to St Kilda Rd (away from the lake) and catch a 3, 3a, 5, 6, 16, 64 or 67 tram towards the city. Get off the tram at Stop Number **17 or 18**, and either walk through the gardens to Government house as in the map OR alternatively walk towards the city along St Kilda rd, turn right into Anzac avenue and bear right up Government house drive.

The Conference dinner will take place at the National Gallery of Victoria in the Great Hall. This is a rather spectacular venue and delegates may wish to dress up to suit the venue. The venue is a short tram ride from the Sebel and in the city centre. From the hotel walk up Lorne street to St Kilda Rd (away from the lake) and catch a 3, 3a,5,6,16, 64 or 67 tram towards the city. Get off the tram at Stop Number **14** directly outside the Arts centre and before the tram crosses the river. The National gallery is the low building just before the building with the high spire.

For those attending the Wednesday afternoon excursions the buses will leave from the Sebel at 12:45 sharp.

## ADMISSION FOR SOCIAL EVENTS

You will receive confirmation to all social events that you have nominated on your registration form. You will also receive an official invitation in your conference bag to the Government house opening. **This invitation must be presented at Government House** for you to be allowed to enter.

**Do not forget to wear your name badge to the other social events, as you will need this for entry and they will be checked for security reasons.**

## VOLUNTEERS

Volunteers wearing "**Ask Me**" badges will be assisting delegates and directing everyone to breakout venues.

## MESSAGES

Messages for delegates will be left on the bulletin board next to the Conference Secretariat and Registration Desk. Contact number at the Sebel, Albert Park is + 61 3 8544 2511. Callers wishing to leave a message should ask to be transferred to the **ICAVS '09 Secretariat**. Delegates should consult the message board during the conference.

## CATERING

Morning, afternoon teas and lunches will be provided during the conference.

## PARKING

At the hotel, enter via cnr Lorne & Queens Lane, is \$16.00 per day.

## SMOKING

Delegates are requested to refrain from smoking, as smoking is not permitted in and around the Sebel, Albert Park Hotel area.

## WEATHER

Melbourne's weather in Winter (July) is generally cold to mild with temperatures ranging from 10 -16C.

## INCIDENTAL EXPENSES

The Conference Organisers or the Conference & Events Management Office will not be responsible for any incidental expenses incurred by delegates during the conference.

## CONTACT

Prior to arrival, if you have any further queries, please do not hesitate in emailing the Conference Secretariat: [oce@adm.monash.edu.au](mailto:oce@adm.monash.edu.au)

Registration Desk staff and volunteers will be on hand to answer questions and provide you with conference-related assistance.