Meeting Location
Ritz–Carlton Charlotte
201 East Trade Street
Charlotte, NC 28202

Getting from Omni to Ritz–Carlton
Take the Lobby Level escalators down one level and make a U–turn. Stay right toward Which Wich, look for Caribou; at Ivy & Leo, turn right. Go to Bank of America Plaza/Center via the walkway, enter the Ritz–Carlton to right. Take stairs or elevator down to Level 2.

General Information
Participant badges and programs may be picked up on Friday and Saturday, beginning at 7:00 a.m. on Friday and 7:45 a.m. on Saturday, at the registration desk. The registration desk will be outside The Ballroom.

It will be warm in Charlotte; however, the meeting room may be cool. It is suggested you dress for the weather but bring a sweater/jacket for inside the meeting areas.

Security
None of the designated MSIS meeting areas will be secured. The MSIS and the Ritz–Carlton Charlotte are not responsible for lost or stolen items. It is suggested you take valuable items with you when you leave the meeting areas.

Guests
The meeting rooms, exhibit areas, and food and beverage areas are for registered participants only. If you’ve indicated that you’ll bring a guest, please note he/she is only invited to the President’s Reception.

President’s Reception
All registered participants and one guest each are invited to the President’s Reception on Friday, August 5, at the Charlotte City Club. A light meal, cocktails, nonalcoholic beverages, and desserts will be served. The second annual MSIS Hall of Fame Induction will be held during the reception. The Club is a short, comfortable walk (approximately four minutes) from the hotels. The address is 121 West Trade Street # 3100, 28202. Exit either hotel onto Trade Street and proceed northeast on Trade Street. The Club is on the west (Omni) side of the street in a building with a gold facade and revolving doors. Look for 121 in large numbers on the building. There is NOT an outdoor sign that reads Charlotte City Club. If you reach N. Church Street, you’ve gone too far. Once inside the building, enter the elevator and choose the button marked “LC.”
Podium Presentations
To ensure presentations are ready at the designated time, all PowerPoint presentations must be on a **USB drive** and given to Rodney Baker, Audio Visual Specialist, as follows. *The earlier Rodney receives the USB drive, the better.*

- Presenting on **Friday morning** – deliver between 7:00 and 7:45 a.m. on Friday
- Presenting on **Friday afternoon** – deliver between 7:00 and 7:45 a.m., during a *morning* discussion period, or during the *morning* refreshment break on Friday (check agenda)
- Presenting on **Saturday** – deliver by 3:00 p.m. on Friday

Exhibits
Numerous companies will have table top displays during the meeting. Please visit each exhibit to support the company. The exhibits will be in the Pre–function area of The Ballroom. Your acknowledgment of these generous companies will be appreciated.