

Community Dissemination Institute 2024

What you need to know - Final Planning Guide

August 9, 2024

All Attendees:

- Attire for the entire conference is business casual.
- Comfortable shoes are encouraged for walking distance from hotel rooms and conference center.
- Please bring a sweater/jacket to accommodate your temperature preference
- Sunday Dinner: Mardi Gras Theme, “All White” attire (optional); Doors open at 5:30 pm
- All meals provided except Monday, August 26th – Dinner on your own.
- Conference seating: please fill in tables and seats near the far wall as much as possible to lessen disruptions for anyone entering sessions late.
- The hotel property is on the beach and has a nice pool to enjoy in your free time.
- Please email any cancelations to Christy Berryman cdberryman@uabmc.edu or text/call at 205-470-8454 **as soon as possible**.

Hotel Check-in:

- Hotel check-in is at the Valet parking entrance.
- Begins at 4:00 pm. Earlier check-in as rooms become available.

Conference Registration:

Conference Registration and all meetings will occur in The Lodge Conference Center

- Sunday, August 25th 2:00 pm - 8:00pm
- Monday, August 26th 7:30 am - 4:45 pm
- Tuesday, August 27th 7:30 am - 12:00 pm

CHAs/Attendees riding the buses:

- Please arrive at least 30 to 45 minutes prior to departure time.
- Please pack any medications in a carry-on/purse that is with you inside the bus.
- Buses will be colored coded. Please use the ribbons provided by your bus chaperone to label and identify your bags for the right bus.
- Please pack snacks/light lunch for the bus.
- Buses traveling greater than 4 hours will have a 30-minute break for the driver and for you to get off and get anything you need.