Frequently Asked Questions

SCHEDULE

Q. When is IGL2019?

A. IGL2019 will take place on 21 - 23 May 2019.

IGL Research Meeting	Tuesday 21 May 2019
Global Conference	Wednesday 22 May 2019
Conference Dinner	Wednesday 22 May 2019
IGL Policy & Practice Learning Lab	Thursday 23 May 2019

Q. Where do I find the Programme?

A. Please visit our website to view the programme.

TICKETING

Q. What are the different registration options and costs?

A. See below for regular registration rates.

Research Meeting	21 May 2019	€60
Global Conference with conference dinner	22 May 2019	€220
Global Conference, Research Meeting and Policy & Practice Learning Lab with conference dinner	21-23 May 2019	€350
Global Conference and Policy & Practice Learning Lab with conference dinner	22-23 May 2019	€320
Global Conference and Research Meeting with conference dinner	21-22 May 2019	€250

IGL2019

Global Conference

Q. Is there a student discount?

A. There will be a discount available for PhD and Masters Degree students who would like to attend IGL2019. Please contact <u>innovationgrowthlab@nesta.org.uk</u> for further information on how to obtain this.

Q. Is group registration available?

A. No, there is no group registration available for the conference.

Q. When and how can I collect my tickets?

A. All tickets are electronic, sent to customers via email from Ticket Tailor. If you do not receive an email upon purchasing a ticket, visit <u>http://help.tickettailor.com/</u> for help, or email <u>hi@tickettailor.com</u>.

Q. What happens if I lose my ticket?

A. If you are unable to retrieve your e-ticket, please present yourself at the registration desk and a member of staff will verify your registration.

Q. I'm having trouble registering, who do I contact?

A. You can visit <u>http://help.tickettailor.com/</u> for help or direct general inquiries to <u>hi@tickettailor.com</u>.

Q. What happens if I can no longer attend the event?

Please email innovationgrowthlab@nesta.org.uk.

Q. Can I register on the day?

A. This will depend on availability – please contact <u>innovationgrowthlab@nesta.org.uk</u> directly closer to the event.

TERMS & CONDITIONS

Ticketing Terms & Conditions are on our website.

Please visit the registration page to download the Ticket Tailor T&Cs <u>https://www.tickettailor.com/terms-and-conditions/</u>.

VENUES

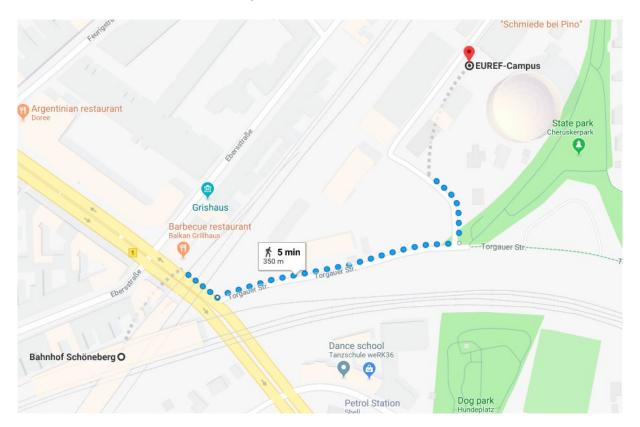
Q. Where will the conference take place?

A. The conference will take place at the EUREF campus in Berlin, Germany.

The address is EUREF-Campus 13, 10829 Berlin, Germany.

Q. What is the nearest S-Bahn?

A. The nearest S-Bahn is Bahnhof Schöneberg. The EUREF-Campus is a short five-minute walk from this station.



ACCOMMODATION

Q. Does my ticket include accommodation?

A. No, your conference ticket will only include entrance to the event. Accommodation, travel and meals outside of the conference will not be included in the ticket price.

Q. Does my ticket include food and beverage?

A. Your ticket will include refreshments and a working lunch during all three days, as well as a drinks reception on the evening of Tuesday 21 May (for those registered for the IGL Research Meeting) and the conference dinner on Wednesday 22 May (for those registered for the IGL Global Conference day).

Q. Can you recommend some hotels?

A. We have collated a list of recommended hotel below.

Hotel name	Details
Lulu Guldsmeden Hotel	From €150 per night. Potsdamer Straße 67, 10785 Berlin, Germany
<u>Mövenpick Hotel Berlin</u>	From €155 per night. Schöneberger Str. 3, 10963 Berlin, Germany
<u>Crowne Plaza Berlin –</u> <u>Potsdamer Platz</u>	From €155 per night. Hallesche Str 10, 10963 Berlin, Germany
<u>Ibis Berlin City Potsdamer</u> <u>Platz</u>	From €182 per night. Anhalter Strasse 4, 10963 Berlin, Germany

ACCESSIBILITY

Q. Are the venues fully accessible by wheelchair?

A. Yes, all the IGL2019 venues are fully accessible for wheelchairs.

Q. If I have additional requirements (diet, access, hearing, vision) or questions who do I notify?

A. Please email <u>innovationgrowthlab@nesta.org.uk</u> and we will be happy to accommodate all reasonable requirements.

CONTACTING US

For any queries about the content or with general enquiries, please contact: <u>meg.doherty@nesta.org.uk</u>