



ONSITE DELEGATE INFORMATION

Meeting Venue

The meeting takes place at the Millennium Hotel, 32 Frankton Road, Queenstown: [Millennium Hotel](#) - all plenary sessions will be held in Galaxy Ballroom I and II on Level 5 of the Millennium Hotel. For further information and to help navigate Queenstown and the surrounding regions, please click here to access [Queenstown - Google Maps](#).

On Site Registration

The registration desk will be located in the Galaxy Ballroom Foyer on Level 5 of the Millennium Hotel, and will be open 1200 - 1900 on Wednesday 21 August, and from 0700 on Thursday 22 August. ***Please ensure you check-in at the registration desk to collect your name badge and registration material. Admission to the exhibition and scientific sessions is by name badge only.***

On Site Capacity & Catering

The meeting has reached its absolute capacity! For each session, please proceed immediately to the meeting room on time - moving to the front of the room first, and fill every seat... Please ensure that you follow the instructions of the Millennium staff during catering breaks, who may usher you to an alternative catering space. This is to ensure we retain a comfortable networking space and keep everyone safe. There will be two barista stations, one on the exhibition level and one in the restaurant downstairs - so don't forget to pack your reusable cup!

On Site Carparking

Limited carparking is available at the Millennium Hotel for \$10 per night; additional parking is available on Melbourne Street.

On Site Contact

You will be able to contact the Conference Managers on site using the following mobile number: Jo Kelk +64 27 276 4409.

Moving Towards a Paperless Meeting

The main communication and information tool on site will be a Meeting App (a printed mini-programme will also be provided with your registration material). As no satchel is provided, you are encouraged to bring your own bag or satchel to use at the meeting.

Scientific Programme

Please visit the meeting website to review the latest program information, which is subject to change: www.nzanaesthesia.com

Meeting App

As mentioned above, a Meeting App will be utilised at the New Zealand Anaesthesia ASM + AQUA, and will be available for downloading onto your mobile device/s prior to the meeting. Further instructions will follow.

Complimentary Wireless

Complimentary Wi-Fi has been arranged for all meeting delegates. To access the Wi-Fi on site, connect to the **Millennium Wireless** network, select "visitor", and enter password **ASM2019**

Health & Safety

The Conference Managers, in conjunction with the Organising Committee and the Millennium Hotel, are committed to providing and maintaining a safe and healthy meeting environment for all attendees. Relevant Health & Safety information regarding First Aid and emergency/evacuation procedures will be available at the registration desk, on the meeting noticeboard and provided during the opening sessions each day. If you have any health and safety concerns during the meeting, please inform the registration desk staff, a member of the Organising Committee or a staff member at the Millennium Hotel.

Industry Partners

We would like to acknowledge and thank our industry partners, who play a pivotal role in making this meeting successful. Please ensure you show your support by visiting all of the exhibition stands.

Dress Code

The dress code for all scientific sessions, the Welcome Function and the Industry Happy Hour is smart casual. The dress code for the Saturday BBQ is casual/ ski attire, and the dress code for the Gala Dinner is Queenstown Chic.

Babysitting and Childcare

The ASM have partnered with local service **Babysitting Queenstown** and will be providing a Daycare Service at the ASM on Thursday and Friday. Babysitting Queenstown is Queenstown's most trusted holiday babysitting and nanny service - with a combined total of over 50 years in childcare experience, staff are personally reference checked & interviewed, first aid certified, police vetted, aged 20+ years or older, wear a Babysitting Queenstown uniform and are liability insured. The Daycare will be located in Copthorne III, at the Copthorne Hotel, and the subsidised cost per child is just \$20 for a half day session, or \$30 for a full day.

To book, please contact the Conference Manager via email jo@outshine.co.nz. If you require evening babysitting services, please contact the Babysitting Queenstown team directly via their website:

www.babysittingqueenstown.com.

Ski Hire

Browns Ski Hire will be on site at the Millennium Hotel on Friday from 1000 to 1330, enabling you to book your ski gear for Saturday afternoon skiing. Equipment will then be delivered to The Millennium Hotel on Saturday, but you will need to organise your own ski and lift passes.

Speaker Gifts

In lieu of speaker gifts for the NZ Anaesthesia ASM + AQUA 2019, the Organising Committee have chosen to donate to the Mental Health Foundation. The Mental Health Foundation of New Zealand provides free information and training, and advocates for policies and services that supports people with experience of mental illness, and also their families/whānau and friends. To find out more, click on the following link: [Mental Health Foundation](#)

Attendance Certificates

Attendance certificates will be emailed following the meeting.