

ICLE – Bruges visit

16 September 2015

Program Bruges & Triennale Visit

Dear guests,

In preparation of your upcoming visit to our Bruges facility and the city, please find all relevant information below.

Attire

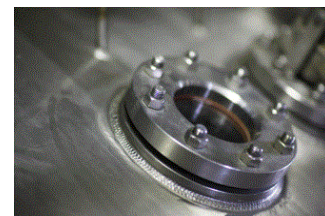
Guests are asked to wear comfortable and appropriate footwear for the day. For women, we request that you wear pants, low-heeled and closed-toe shoes.

Luggage and Bags

There is no storage for large bags, suitcases, and backpacks and we advise you not to bring these with you on the tour. Please leave such items at the conference venue.

The schedule for your visit is as follows:

| | |
|-------------------|--|
| 12.30 hrs | Badge pick-up available in Thon Hotel main lobby |
| 12.45 hrs | Scheduled departure, lunch provided on the bus |
| 14.00 hrs | Scheduled arrival in Bruges |
| 14.00 – 17.30 hrs | Tour of the city and the Bruges site in different groups |
| 18.00 hrs | Arrival in the “Concertgebouw” in the center of Bruges |
| 18.30 hrs | Welcome address and consecutive speakers |
| 19.00 hrs | Dinner |
| 21.00 hrs | Scheduled departure to Brussels |



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We Care about Your Safety & Well-Being

Upon your arrival at our Bruges site, please follow the instructions of our colleagues. There are a few ground rules, we'd like you to be aware of:

- Please wear your visitor's badge in a visible manner throughout your visit.
- Photography, filming, and audio recording is not permitted throughout our facilities, so kindly refrain from doing so with your smartphones and/or other devices.
- Smoking is not permitted on our premises, please refrain from smoking throughout your visit.
- Eating & drinking is only allowed in designated areas. There will be stops along the tour in the city for you to have some refreshments along the way.
- Please follow the instructions of your tour guides and wear personal protective equipment if requested to do so.