

# Conference Facilities

## CHECK-IN and HELP DESK

You will find the check-in desk on Level 1 of the Law School. The check-in desk will be open from 8.30am on Thursday 20 November and Friday 21 November 2008.

The check-in desk is where you confirm your registration and pick up your conference bag (containing the programme booklet, abstracts and so on). The check-in desk is also the place if you need assistance regarding the administration of the conference, facilities or other matters with which we can help.

## CONFERENCE LOCATION

All conference sessions will take place in the Melbourne Law School at 185 Pelham Street, Carlton. Two floors will be used: Level 1 (note there is a mezzanine level between ground and first floor) and Level 2. All floors are accessible by lifts and by stairs.

The plenaries will take place on Level 1, the parallel sessions will take place on Level 2 (Seminar Rooms 222, 223, 224).

The check-in and help desk, catering, message board and other conference facilities are on Level 1.

## CATERING

On Thursday, morning and afternoon tea, as well as lunch, is provided. On Friday, morning tea and lunch is provided and the conference will conclude with evening drinks between 5.00-6.00pm. All morning and afternoon teas, lunches and closing drinks are provided on the Level 1 Open Space in the Law School.

The conference dinner on Thursday night required prior booking, due to limited numbers of seats. Please make sure that your booking was confirmed with you when you checked in.

## MESSAGES

A message board will be available on Level 1 for participants to contact each other during Thursday and Friday. In addition, anyone trying to reach a participant and/or the convenors will be able to have urgent messages placed on the message board by contacting Bronwen Wolff by phone or email:

Phone: 03 8344 9970. (International +613 8344 9970)

Email: [b.wolff@unimelb.edu.au](mailto:b.wolff@unimelb.edu.au)

## INTERNET ACCESS

There will be several computers with internet access for participants to use during the conference. They will be available during tea and lunch breaks. Please ask at the check-in desk on Level 1 if you need to access this facility.

## **LUGGAGE STORAGE**

There are facilities to leave luggage at the conference on Thursday and Friday; for example, if you are between conference accommodation and interstate or international travel. Just ask at the check-in desk on Level 1.

## **CAR PARKING & TRANSPORT**

The University Square underground car park is available for public use from Monday to Friday. The entrance to the car park is in Berkeley Street, Carlton (which intersects with Pelham Street). Parking rates are \$3.00 per hour and \$10.00 per day. Payment can be made by using an automated ticketing machine on Level 1A of the car park. The car park is open from 7.00 am until 11.00 pm Monday to Friday.

## **CITY CENTRE**

The city centre (CBD or downtown area) is walking distance from the Law School: the GPO is 1.5 km away. Trams also run to the city centre - most frequently along Swanston Street (200 m to the east of the Law School), and almost as frequently along Elizabeth Street (200 m to the west of the Law School).

If you have any queries about these facilities, please contact the check-in desk on Level 1 for help during the conference.

## **MEDIA & ARTS LAW REVIEW**

Selected papers will be considered for publication in the *Media & Arts Law Review*. If you have not indicated that you would like your paper refereed for possible publication, please do so by contacting Bronwen Wolff by email on [b.wolff@unimelb.edu.au](mailto:b.wolff@unimelb.edu.au).