

Greetings,

We are excited to welcome you to the [ITechLaw 2024 European Conference](#) at The Westin Grand in Munich next week. Below is useful information to help you prepare for the conference. Please **review the entirety of this email** to ensure you are ready.

The mobile app is the best way to keep apprised of each day's activities (instructions below). *Remember to bring your Business Cards, as this event features exceptional networking opportunities.*

Conference Details:

AGENDA

[View the final agenda and speakers](#) - *a robust agenda awaits you in Munich.* The conference kicks off on Wednesday with multiple Committee Meetings, open to all registered attendees. We have the distinct pleasure of welcoming Prof. Dr. Louisa Specht-Riemenschneider, German Federal Data Protection Officer. You also won't want to miss our amazing Keynote speakers - Dr. Jan-Rainer Lahmann a Distinguished Engineer within IBM's Quantum Computing team in the DACH region, and Andrea Görres the General Counsel for Wirecard, a Munich based FinTech company. Use the mobile app to keep track of your personalized agenda (instructions below).

Please note that all sessions are open to registered attendees, except the in-house counsel lunch (reserved for in-house counsel only) and Gala Reception (ticket required).

CONFERENCE REGISTRATION

Registration is available from Wednesday through Friday, located on the same floor as Guest Check-In, follow event signage. Please visit the registration desk to retrieve your name badge and conference materials. Name badges must be worn for admittance to all meetings, meals, and the Gala Reception and Dinner.

Registration Hours:

- Wednesday, 30 October: 14:00 – 19:00
- Thursday, 31 October: 08:00 – 18:00
- Friday, 1 November: 08:45 – 16:00

MOBILE APP

Please download the Conference mobile app to receive important updates, have the agenda in the palm of your hand, learn more about the speakers, and more. Be sure to set reminders for the sessions you do not want to miss and have notifications enabled on your device to receive alerts! Through the mobile app, you can also view the opt-in attendee list. If you find yourself not listed, it means you did not provide consent during the registration process. Please reply to this email if you would like us to update your record and list you.

To download and access the app:

1. Scan this QR code, or click the link [here](#):
2. Copy the access code and select the blue 'Launch Aventri' app for the appropriate operating system (iOS or Android)
3. The app store will open so you can download the 'Aventri Events' app
4. Paste the access code and click 'Go'
5. Be sure to enable notifications to receive reminders throughout the conference, including any schedule changes



PRE-CONFERENCE ATTENDEE LIST

You can view the attendee list on the mobile app, which includes all registrants who have [opted in](#).

DIETARY RESTRICTIONS/SPECIAL MEALS

If you have dietary or special meal requirements that were not conveyed during the registration process, please visit the Registration Desk and speak with an ITechLaw staff member.

DRESS CODE

Business attire is appropriate for programs and meetings as well as the planned social networking events. For Gala Attire, pick your favorite cocktail/black tie option, or traditional Bavarian (Dirndl and Lederhosen) or Halloween costume!

INTERNET ACCESS

Complimentary wireless Internet access is available throughout the hotel and conference space at The Westin Grand. To access the Wi-Fi, connect to the Westin Grand Munich network, no password required. For assistance, please visit the Registration desk.

NAME BADGES

Name badges *must* be worn for admittance to all meetings, meals, and the Gala Reception and Dinner.

SOCIAL MEDIA

Use of social media tools at this event is encouraged. Please use **#ITLMunich24** as a hashtag for social media discussions. We encourage you to tag and follow ITechLaw on

LinkedIn ([@itechlaw-association](#)), Facebook ([@itechlaw](#)), and Twitter ([@itechlaw_assn](#)).

CODE OF CONDUCT



As part of registering for any ITechLaw Conference, each attendee agrees to follow the [Code of Conduct](#). Additionally, the Code of Conduct extends to behavior and actions taken at any ITechLaw event or on any ITechLaw platform. ITechLaw has zero-tolerance for any form of discrimination or harassment as set forth in the ITechLaw Code of Conduct.


SPECIAL ASSISTANCE

If you require special assistance or services, please contact staff at the Registration Desk.

Networking Events (*visit the mobile app for complete details*):

Informal Walking Tour	Tuesday 29 October	19:00 – 20:30	Meet in the Hotel Lobby
New Attendee Reception	Wednesday 30 October	17:30 – 18:00	Ballroom AB/Foyer
Welcome Reception	Wednesday 30 October	18:00 – 19:30	Ballroom AB/Foyer
Dine Around Night	Wednesday 30 October	19:30	Various Locations Confirmations and check in will be sent by the Dine Around Hosts.
Young Lawyers' Reception	Wednesday 30 October	21:00	Location: Westin Grand Munich Hotel Bar All young lawyers (aged 45 and under) are invited to join other young lawyers for a networking drinks reception. This is the perfect place to mix and mingle before the conference begins. Sponsored By: bpv HÜGEL
Jogging at Arabellapark	Thursday 31 October	7:30 – 8:00	Location: Meet in the Hotel Lobby

			Join fellow ITechLaw members for a refreshing jog at Arabellapark in Munich. Whether you're a seasoned runner or just starting out, guides Julia Wildgans and Kasia Szczudlik will ensure and fun and invigorating experience.
Networking Break	Thursday 31 October	11:15 – 11:45	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere. Coffee Sponsored By: 
In-House Counsel Lunch	Thursday 31 October	13:00 – 14:25	Calgary <i>Reserved for in-house counsel only, Hosted by the In-House Counsel Committee</i>
Networking Lunch	Thursday 31 October	13:00 – 14:25	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere.
Networking Break	Thursday 31 October	16:00 – 16:30	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere. Coffee Sponsored By: 

Gala Reception and Dinner	Thursday 31 October	19:00 – 23:00	Deutsches Museum Museumsinsel 1, 80538 München, Germany
<p>The Gala Dinner is a hallmark of each ITechLaw conference, and it is an excellent opportunity to network with fellow attendees. Transportation to the Gala Dinner will be provided. Transit instructions provided below.</p> <p><i>**This is a ticketed event, please be sure to bring your name badge to be admitted.**</i></p> <p>Email the ITechLaw team at conferences@itechlaw.org or visit the registration desk to cancel your ticket if you can no longer attend or to be added to the waitlist.</p> <p>Sponsored By: </p>			
I-WIN Committee Breakfast	Friday 1 November	8:30 – 9:30	Garmisch All registered attendees are welcome to attend. <i>Hosted by the I-WIN (Women's International Network) Committee</i>
Networking Break	Friday 1 November	11:15 – 11:45	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere. Coffee Sponsored By: 
Networking Lunch	Friday 1 November	13:00 – 14:15	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere.

Networking Break	Friday 1 November	16:00 – 16:30	Ballroom Foyer Attendees are encouraged to take this opportunity to engage with fellow participants, share ideas, and build valuable relationships in a relaxed atmosphere. Coffee Sponsored By: 
Closing Reception	Friday 1 November	18:00 – 19:30	Giesinger Bräu Detmoldstraße 40, 80935 München Transportation to the Closing Reception will be provided. Transit instructions provided below.

Gala Transportation

Transportation to and from the Deutsches Museum for the Gala will be provided by ITechLaw. There will be eight (8) buses leaving from the front of the hotel starting at 6:00pm with the final bus departing at 6:50pm. If you intend to use the buses provided, please be in the hotel lobby between these times. Members that are not present for the final bus departure at 6:50pm will be responsible for their own transportation to the venue.

Closing Reception Transportation

Transportation to and from the Giesinger Bräu for the closing reception will be provided by ITechLaw. There will be five (5) buses leaving from the front of the hotel starting at 5:55pm with the final bus departing at 6:20pm. If you intend to use the buses provided, please be in the hotel lobby between these times. Members that are not present for the final bus departure at 6:20pm will be responsible for their own transportation to the venue.

Munich Weather:

View the [Weather Channel forecast](#).

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