

# What is included in the registration fee?

Your registration fee covers your conference pass for 2 full days (October 8<sup>th</sup> and 9<sup>th</sup>), breakfast and lunch on both days as well as beverages and snacks throughout. A cocktail reception, followed by dinner will also be hosted for all attendees on Wednesday night, October 8<sup>th</sup>, which is included in your fee.

Upon registration all attendees will have the opportunity to connect with other attendees, speakers, and the MT team, both before and after the event itself. If you would like to be invited to the M Conference Slack, please email <u>Cassie</u>.

We welcome you to join us starting with an advanced meet-and-greet which will take place outdoors by the pool beginning at 5pm on October 7<sup>th</sup>, the day prior to the event.

## Will I be able to register onsite?

If the conference has not already reached its capacity, you can register onsite for the full conference rate of \$3000.

### Where is The M Conference?

Sheraton Gateway Los Angeles Hotel 6101 West Century Boulevard, Los Angeles, California 90045 310-642-1111

### What are the conference dates?

The day before the conference begins, October 7th, starting at 5pm we'll be hosting a meet-and-greet. Any interested attendees are welcome to join.

The conference officially begins on Wednesday October 8th, 2025, at 7am, and continues through Thursday October 9th, 2025, at 4pm. There is also a cocktail hour & dinner on Wednesday night which begins at 5:30pm.

### When should I arrive for the conference?

Registration and event check-in are available starting Wednesday October 8<sup>th</sup> at 7:00 am. However, we invite registered attendees to join us for an optional meet-and-greet on October 7<sup>th</sup>.



# How do I book my hotel room?

Book your hotel accommodations at the Sheraton Gateway by visiting this link specially created for our event:

# **Booking Link**

We have a room block at this property under Manager Tools. Alternately you can call the Hotel directly by calling (310) 642-1111.

# What is the hotel's cancellation and refund policy?

Please contact the hotel directly for cancellation details.

#### What should I wear?

October in Los Angeles is a wonderful time of year with warmer weather conditions. Historical temperature averages hover between 70 - 80 degrees.

Recommended attire for The M Conference is business casual. Indoors, please remember to dress warmly and bring a sweater. Our room will be very cold as you'll be moving around throughout the day.

# Which airport is closest to the Westin Dallas Southlake?

The main airport servicing the area is <u>Los Angeles International Airport</u>. LAX airport provides a variety of ground transportation, however, please note that this hotel does offer a shuttle service from the airport to hotel.

### Who should I contact if I have special dietary needs?

If you have food allergies or require special dietary assistance, you can specify while registering or email us at <a href="mailto:mconference@manager-tools.com">mconference@manager-tools.com</a>.

If you still have questions, email us at <a href="mailto:mconference@manager-tools.com">mconference@manager-tools.com</a>.