

**What is included in the registration fee?**

Your registration fee covers your conference pass for 2 full days (October 9th and 10th), 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 9th, 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 [Cassie](#).

We welcome you to join us starting with an advanced meet-and-greet which will take place in the Skyline Foyer (2nd Floor) beginning at 5pm on October 8th, the day prior to the event.

New this year, your registration will now include a free registration to a future Virtual Effective Manager Conference (value \$1100). This will be awarded at the time of the event and can be used personally or gifted to someone else.

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?

The Westin Dallas Southlake

1200 East State Highway 114, Southlake, Texas, USA, 76092

Tel: +1 817-873-1900

What are the conference dates?

The day before the conference begins, October 8th, 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 9th, 2024, at 7am, and continues through Thursday October 10th, 2024, at 4pm. There is also a dinner on Wednesday night which begins at 6pm.

When should I arrive for the conference?

Registration and event check-in are available starting Wednesday October 9th at 7:00 am. However, we invite registered attendees to join us for an optional meet-and-greet on October 8th.

**How do I book my hotel room?**

Book your hotel accommodations at The Westin Dallas Southlake by contacting Rebecca below:

Rebecca Davalos
Group Rooms Coordinator
THE WESTIN DALLAS SOUTHLAKE
817-442-7440
RDavalos@westin-southlake.com

We have a room block at this property under Manager Tools. The rate is \$209 for Tuesday/Wednesday nights and \$299 for Thursday. The cut off for our room block is Friday, September 20th.

What is the hotel's cancellation and refund policy?

Please contact the hotel directly by calling (817) 873-1900 for cancellation details.

What should I wear?

October in Dallas 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 [Dallas Fort Worth International Airport](#). DFW airport provides a variety of ground transportation, however, please note that this hotel does not 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 mconference@manager-tools.com.

If you still have questions, email us at mconference@manager-tools.com.