

# BIOINFORMATICS WORKSHOP - LOGISTICS

**To speak with HHMI Conference Center staff, call:** 301 215 8700

**For other questions, contact:** Billy Biederman: 301 806 5508; Vic Sivanathan: 617 259 8952

**For after-hours Travel-related Emergencies, contact:** American Express Global Business Travel after hours assistance (1-866-899-5134 or 313-322-2130). Use access code AD80.

## Venue:

- **Check-in at:**  
HHMI Headquarters Conference Center  
4000 Jones Bridge Road, Chevy Chase, MD 20815

## Arrival:

- **If driving:**  
Navigate to HHMI (see address above). Campus security will direct you to the conference center. Conference center staff will help with check-in and provide parking instructions.
- **By plane/train/bus/cab:**  
Once you have arrived at a local transportation hub (train/bus station, or airport), please take a cab or other ridesharing service to the HHMI Campus address. Once on campus, the security staff will direct the driver to the conference center entrance.

## Check-in:

- Upon arrival at HHMI HQ, please check-in at the conference center. If you are arriving over the weekend, you have already been provided check-in information. If you are arriving on Monday, check-in will be open by 9am.
- For information on dining options before the conference begins, please ask conference center staff.

## Meals:

- All meals will be provided by HHMI from dinner on Monday, December 10 to lunch on Friday, December 14, and served at the main dining hall. Evening refreshments will be in the Pilot or in the Great Hall.

## Computers:

- The entire campus has free Wi-Fi, with login information provided at the conference center. For those that have requested a laptop, loaner laptops have been set aside for you. Please see Billy Biederman or Vic Sivanathan to obtain the laptop.

## How to get ready for the workshop:

- **What to wear:**  
Dress comfortably. You will spend most of your day at the meeting indoors, though there will be opportunities to wander the campus grounds.
- **Fitness:** There is an on-site gym that is available 24-7.

If you have any questions or concerns, please do not hesitate to ask HHMI Staff.