

# 2025 PHAGE GENOMICS WORKSHOP LOGISTICS

**MEETING DATES:** Friday, December 12 – Tuesday, December 16, 2025

## **BEFORE TRAVELING:**

- **SPECIFIC ITEMS TO PACK:**
  - The dress code for all events is casual, comfortable clothing, and shoes. Note that meeting rooms can be cold, so a light sweater or jacket is recommended. Fitness facilities are available for use at HHMI Headquarters and the meeting hotel.
  - Laptop with the necessary software and browser bookmarks installed.
    - See sections 2.5 and 2.6 of the [Phage Genomics Guide](#). Please email confirmation of completion to [sea@hhmi.org](mailto:sea@hhmi.org) or direct any technical questions to [info@seaphages.org](mailto:info@seaphages.org).
- **CHECK YOUR ASSIGNED LODGING:** You are either assigned to lodging at HHMI Headquarters or Hyatt Regency Bethesda. You can find this information in your registration confirmation email. Your travel plans upon arrival will depend on your assigned lodging.

## **UPON ARRIVAL:**

- **WHERE TO GO FIRST ON FRIDAY, DECEMBER 12:**
  - If you are driving, please plan to arrive at HHMI Headquarters.
  - Those who are assigned to lodging at HHMI Headquarters should take ground transportation directly to HHMI Headquarters.
  - Those who are assigned lodging at the Hyatt Regency Bethesda who are not driving. If you arrive early enough to check in at the hotel before the meeting, a shuttle will be available to transport you between the hotel and HHMI Headquarters. See the hotel shuttle schedule for details.
- **GROUND TRANSPORTATION**
  - If flying into Reagan National, Dulles, or BWI Airports or taking a train into Union Station: You'll be required to take a taxicab or a rideshare service (e.g., Uber or Lyft) to your assigned lodging. Allow approximately one hour for this trip, with a fare of around \$70-\$120. See information about reimbursement.
  - If driving:
    - To the Hyatt Regency Bethesda Hotel: If staying at the hotel, drive to HHMI Headquarters. You can leave your car at HQ and take the shuttle to and from the hotel for the duration of the meeting.
    - To HHMI Headquarters: Drive to the main entrance on Platt Ridge Road. You will turn at the traffic light from Jones Bridge Road. The attendant at the gate will direct you to the parking area. If you arrive at an hour when an attendant is not at the gate, please ring the bell at the gate, and security will provide guidance.

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### THROUGHOUT THE MEETING

There are activities scheduled throughout the entire workshop, and you are expected to be present for the duration. A general overview of the schedule is available [here](#).

- **ACCOMMODATIONS:**

Refer to your registration confirmation email to determine the location of your lodging. All meeting participants will stay either at:

- Hyatt Regency Bethesda One Bethesda Metro Center, 7400 Wisconsin Ave, Bethesda, MD 20814 USA  
Tel: +1 301 657 1234  
<https://www.hyatt.com/hyatt-regency/en-US/bethe-hyatt-regency-bethesda>
- Howard Hughes Medical Institute's Headquarters Campus 4000 Jones Bridge Road, Chevy Chase, Maryland 20815 USA Tel: +1 301-215-8500  
<https://www.hhmi.org/contact-us/directions-to-hhmi>

- **MEALS:**

- Meals are provided for the duration of the workshop, beginning with the reception on Friday, December 12, until lunch on Tuesday, December 16.
- If you have any dietary restrictions that you would like to discuss with Food Services, please notify the staff at the conference center registration desk.

### CONTACTS & PHONE NUMBERS:

**HHMI Conference Center:** +1 301-215-8700; [hqconfsvcs@hhmi.org](mailto:hqconfsvcs@hhmi.org)

**Hyatt Regency Bethesda:** +1 301 657 1234

<https://www.hyatt.com/hyatt-regency/en-US/bethe-hyatt-regency-bethesda>

**HHMI Security:** +1 301-215-8990

**HHMI Travel Services:** +1 301-215-8747 Monday through Friday, from 8:30 AM to 5:30 PM

### HOTEL SHUTTLE SCHEDULE:

#### Friday, December 12

**Afternoon** - Shuttle loops between the hotel and HHMI Headquarters from 2:00 PM to 3:30 PM.  
The final Shuttle from the hotel to HHMI Headquarters will run at 3:30 PM.

**Evening** - Shuttle loops between the hotel and HHMI Headquarters from 8:00 PM to 10:15 PM.  
The final shuttle will run at 10:15 PM.

#### Saturday, December 13 to Monday, December 15

**Morning** - Shuttle departs from the hotel at 8:00 AM and 8:30 AM.

**Evening** - Shuttle loops between the hotel and HHMI Headquarters from 8:00 PM to 10:15 PM.  
The final shuttle will run at 10:15 PM.

#### Tuesday, December 16 [BRING YOUR LUGGAGE WITH YOU]

**Morning** - HHMI Shuttle Departs Hotel at 8:00 AM and 8:30 AM.

**After Lunch** - Transportation leaving HHMI to airports, train stations, and other locations will begin at 12:45 PM.  
Departure information will be posted at the registration desk.

**REIMBURSEMENT:** Attendees may request reimbursement for travel-related expenses. Please send an email to [sea@hhmi.org](mailto:sea@hhmi.org) after all travel has been completed to make the request.

### ADDITIONAL DETAILS:

Additional details related to the workshop will be posted on the program website: <https://seaphages.org/meetings/88/>