UIDP Broadening University Industry Engagement Symposium

LAST MINUTE MEMO
December 3, 2019

Dates/Times
Start: Tues., Dec. 3, 9 a.m.
End: Tues., Dec. 3, 5:45 p.m.

Location
Bechtel Conference Center at Encina Hall
616 Jane Stanford Way (formerly 616 Serra Street)
Stanford, CA 94305
View Map

Meals
Tues., Dec 3
Light Breakfast: 8 – 9 a.m.
Lunch: 12:55 – 2:00 p.m.

Registration and Fees
Online registration is closed. Walk-in/onsite registration will be available if space allows.

Transportation
Attendees are responsible for their own transportation to and from the airport, and between area hotels.

If you do not rent a car we recommend using Uber, Lyft or VTA. Drop off points are located at the corner of Galvez Street and Jane Stanford Way.

Airport
San Francisco (SFO) or San Jose (SJC) are the most convenient airports.

Weather
Average December temperatures in Stanford, CA are typically high upper 50s with lows in the upper 30s.

Attire
Business Casual

Parking
Event Code has been programmed to provide discounted parking in the Galvez Lot on December 3, 2019. Please contact info@uidp.net for the code or refer to your emailed copy of the last-minute memo.

Here are instructions on how the code entry works at the pay machines:

1. First park and remember your license plate number or take a photo with your smart phone
2. Touch any key to exit intro screen
3. Enter your plate number and Press [OK] to Continue
4. Select #1 to Purchase a Ticket
5. On the next screen, select (1) for Incremental or (2) for All Day Parking. If arriving after 10:45 use the incremental option without an event code and skip to step 9.
6. If All Day parking is selected, select “Yes” when it asks if you have an event code
7. Enter the event code number and press OK
8. Once the code is entered, you’ll receive a message that says “Get Ready For Payment”
9. Insert your Visa/Mastercard or Discover Card
10. Pay Station will ask if you would like a receipt, Press OK for Yes, Cancel for No, no receipt will print unless requested. No need to display receipt on dashboard.

See attached parking map.

Special Needs
UIDP is committed to making its programs accessible to individuals with disabilities. If you require an accommodation or special assistance, please contact info@uidp.net at least one week before the event begins.