

Important Event Information

Women of the Channel Leadership Summit East is next week and we are so excited to see you there! Here is all of the information that you should know before you arrive in New York. You will be able to access even more information in our Event App. Look out for your invite!

Hotel Information/Services:

- Event Location: [New York Sheraton Times Square](#)
- Coat Check available on Lobby Level (near Convention Elevators). Coat Check will not accept luggage.
- Baggage Check available at Hotel Bell Stand (\$4 per bag, cash only). No luggage or personal items can be stored in meeting rooms or at the event Registration Desk.
- Lost & Found available at the Registration Desk.
- Suggested Attire: Business Professional

Registration Desk Information:

- **Location:** Empire Ballroom (Level 2)
- **Dec. 10:** 12:00 p.m.-6:00 p.m. – *Avoid the lines and pick up your badge before 2:00 p.m. You'll be glad that you did!*
- **Dec. 11:** 7:00 a.m.-3:00 p.m.

Don't Forget:

We will be raffling some amazing prizes during **Raffle for a Cause** benefiting [Willow International](#). Tickets are 1 for \$5 or 5 for \$20. Cash OR credit cards accepted (credit cards accepted for purchases over \$30). There will be over 30 fabulous prizes!

Also available:

- Professional headshots – Sponsored by Citrix
- Full team photo booth sessions – Sponsored by Carahsoft

Check out the [complete online agenda](#) for all speakers and content sessions.

If you have any questions or need assistance onsite, please contact Debbi Keating at 618-530-8716 or Allison Cohen at 516-473-1708.

See you in New York City!