# The University of Iowa Wednesday, September 29, 2021 8 a.m. – 3:15 p.m. Iowa Law Expo Iowa Law Expo 11:00 – 3:00 p.m. MAPLA Caravan Law School Fair

#### ORGANIZER

Prior to event contact: Martha Kirby, martha-kirby@uiowa.edu Day of event contact: Martha Kirby 319-541-5997 (text or phone) or martha-kirby@uiowa.edu

## **REGISTRATION INFORMATION**

MAPLA Caravan Registration

# **EVENT LOCATION AND INFORMATION:**

Iowa Memorial Union: 125 N. Madison St., Iowa City, IA 52242, Main Lounge, 1<sup>St</sup> Floor Map and Directions

Attendance has ranged from 230-320 with students and advisors from schools throughout lowa

3X6' tables with black cloth drapes At least one empty table between law schools for distancing Masks are encouraged; by state law we are not able to require them Internet is provided

Access to electrical outlets not guaranteed

## SHIPPING INFORMATION:

All materials may be mailed to: Event Services, Attn: Katie Martin, Room 159 IMU, 125 NMadison St, Iowa City, IA 52242-1317.

Materials should arrive *no earlier* than Monday, Sept. 14, 2021. We cannot accept boxes that arrive prior to this date.

Boxes should be prominently marked "**MAPLA**" to ensure they are directed to the proper storage location.

Please include your school's name on the outside of each box so they can be delivered toyour table prior to the event.

Reps should arrange with their preferred shipping company to pick up any remaining materials on site. Boxes may be packed, labeled for shipping, and stored along the east wall of the event space overnight for morning pickup. Packing tape will be available.

### PARKING:

Directions to Iowa Memorial Union

There will be a supply drop off area on Madison St at the East Lobby Entrance Parking is available in the IMU ramp or the North ramp, both entrances located on MadisonSt. Parking passes will be provided for all law school representatives at check-in. Parking passes are for the event hours only and are not needed until exiting the ramps.

# FOOD AND BEVERAGES:

9:30 a.m. Light refreshments and coffee service
12:30 p.m. Buffet lunch served (student breakout session from 12:30 – 1:15)
All food and beverages for law school reps will be available in the Sunporch, just off the Main Lounge

# HOTEL

There are no special hotel reservation blocks for this event. Iowa City and Coralville have many hotels to choose from. All hotels in the Iowa City/Coralville area are no more than 15 minutes from the event space. Downtown Iowa City hotels are within 5 minutes' drive of the event space. The Iowa House is located within the event space: Iowa House Hotel