



## Useful Information

Dear Retail Food Safety Forum Attendees:

We are looking forward to welcoming you to the FMI/N.G.A. Retail Food Safety Forum at the Hilton Netherland Plaza in Cincinnati. Before you pack your bags and head off to Ohio, there are a few important things to note. We hope the following checklist will be helpful in preparing you for what promises to be a memorable event experience! [Email us](#) if you have additional questions or concerns that are not addressed in this checklist.

### AGENDA

Please familiarize yourself in advance with the agenda and the session descriptions, so that you can select the activities you want to attend prior to arriving. Remember, the majority of the presentations will be available online prior to and after the conference (see "Presentations").

View the latest [agenda and session descriptions](#)

Room names are printed in the onsite directory.

### ARRIVAL

When you arrive for the conference, please proceed to the Registration Desk outside the Pavilion Ballroom on the 4<sup>th</sup> Floor (see "Room Locations"). You will be able to pick up your conference badge ONLY at the following times:

Monday, November 5	1:00 p.m. – 6:00 p.m.
Tuesday, November 6	7:00 a.m. – 6:00 p.m.

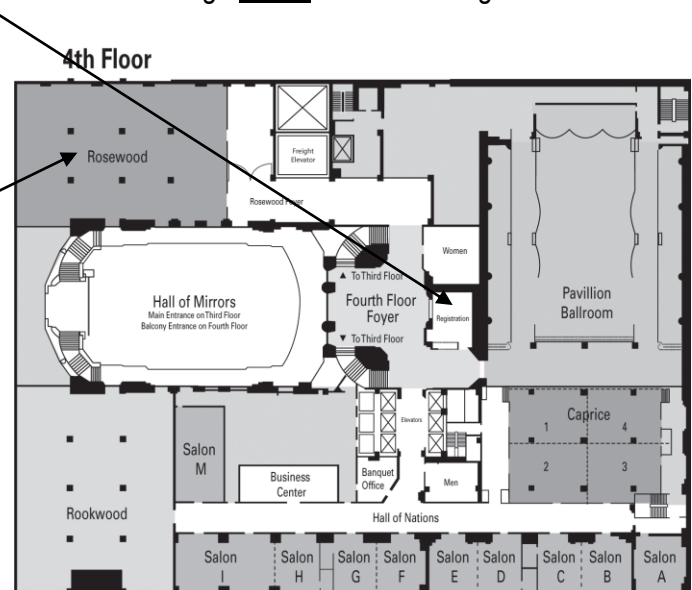
All attendees, including exhibit staff must wear a badge at all times.

The opening session is located in the Rosewood Ballroom, also on the 4<sup>th</sup> floor.

### ATTENDEE LISTS

An up-to-date attendee list can be found on the conference website.

[Click here](#) to access this list



Please be aware that, for privacy reasons, we do not supply the email addresses of our attendees either to other attendees or to exhibitors/sponsors. Make sure to ask for a business card when you meet someone.

## BADGES

Badges must be worn at all times and serve as your entry ticket to all meal and reception functions. Everyone, including spouses and exhibitor staff must have a badge.

## CHECK IN / OUT TIME

Check-in time at the hotel is 3:00 p.m.  
Check-out time at the hotel is 12:00 p.m.

## CLIMATE

Weather in Greater Cincinnati is moderate with temperatures averaging 31 degrees in winter, and 76 degrees in summer. The annual high average temperature in November is 53 degrees and the average low is 35 degrees.

## DINING

The Hilton Cincinnati has 4 dining options in the hotel in addition to room service. [Click here](#) for more details.

### **Orchids at Palm Court**

Orchids at Palm Court features a seasonally updated menu using local ingredients. The creative works of Executive Chef Todd Kelly, the 2011-2012 American Culinary Federation's USA Chef of the Year, and Pastry Chef Megan Ketover have earned Orchids Zagat's #1 Cincinnati restaurant title (2012 and 2011). Ketover has appeared as a 'chef'testant' on Bravo's 'Top Chef Just Desserts.'

### **PC Express**

PC Express offers coffee and specialty coffee drinks, soft drinks, juices, fruit and pastries for guests on the go. This breakfast kiosk is located right next to the front desk. Open Monday-Friday

### **The Bar at Palm Court**

Located on the lobby level, this award-winning bar features 1930s French art deco including a large Rookwood Pottery fountain, two story Romanesque murals and rare Brazilian rosewood. Pick American favorites from the Bar Menu; Happy Hour features half price appetizers created by Chef Todd Kelly. Enjoy cocktails with live jazz on Friday and Saturday evenings.

### **The Grille at Palm Court**

The Grille at Palm Court has a casual dining atmosphere serving American fare for breakfast and lunch daily and Sunday Brunch.

In addition to the dining establishments at the hotel, attendees may explore shopping and dining options at Fountain Square in downtown Cincinnati, Carew Tower and via enclosed skywalk at such restaurants as Morton's Steakhouse or Boi Na Braza Brazilian Steakhouse. The tower also hosts downtown's only food court. The expansive Banks entertainment area, just four blocks from the hotel, hosts such restaurants as Toby Keith's, Crave and Orange Leaf.

## DRESS CODE

The dress code for the forum is business casual. Meeting rooms are notorious for being somewhat chilly, so we advise you to bring layers to ensure your comfort

## EXHIBITORS/SPONSORS

Exhibitors/sponsors may pick up their badges at the regular registration dates/times. Please note that all exhibit staff must be registered at the full conference rate. There are no exhibit-only badges.

## FOOD AND BEVERAGE

Your conference registration includes meals and snacks (1 breakfast, breaks, 2 receptions and 1 lunch). Breakfast will consist of a cooked buffet to include breads, meats, eggs, potatoes, fruit and cereal or yogurt. Lunch will either be a hot buffet or a plated hot meal. Receptions usually include hot and cold hors d'oeuvres. Vegetarian selections will be available upon request. Please let the wait staff know if you wish to order a vegetarian entrée at lunch. During the breaks we provide beverages and light snacks (at selected breaks only). For environmental reasons, we do not provide bottled water. However, there are water stations available in every room.

## FITNESS CENTER

Attendees who booked a room at the Hilton Netherland Plaza through the FMI/SQF room block will receive complimentary use of The Gym at Carew Tower. The Gym is open:

Mon-Thu 5:30 am – 9:00 pm

Fri 5:30 am -11:00 pm

Sat 7:00 am – 11:00 pm

Sun 8:00 am – 9:00 pm

## HANDOUTS

For environmental reasons, we do not provide printed copies of the presentations onsite. You may download presentations from the FMI website prior to the forum and print them out in advance, providing that they are made available to us prior to the event. To access the presentations, please visit the [Retail Food Safety Forum website](#) and click on the link to “My Meetings” on the right hand sidebar. Enter your username and password (the one you used to register for the forum). If you have forgotten your username and password, please click on the link “Obtain Password” and follow the instructions.

## HOTEL

Located across from Fountain Square, the AAA Four-Diamond Hilton Cincinnati Netherland Plaza is situated right in the heart of downtown Cincinnati. As a National Historic Landmark, the hotel is one of the world's finest examples of French Art Deco.

Explore shopping and dining options at Fountain Square in downtown Cincinnati, Carew Tower and via enclosed skywalk. Browse a variety of retail stores such as TJMaxx, I Love Cincinnati Shoppe and Martz Jewelers at Carew Tower. Indulge in a dinner at Morton's Steakhouse or Boi Na Braza Brazilian Steakhouse or simply enjoy a drink at Penguin Dueling Piano Bar. The tower also hosts downtown's only food court. Take the convenient skywalk to Macy's, Saks Fifth Avenue, Tiffany & Co., Brooks Brothers, Joseph A Bank and Palomino.

Conference travelers appreciate the hotel's proximity to Duke Energy Convention Center. Consider visiting sports, arts and museum venues downtown. This Hilton hotel is just minutes from Great American Ball Park, Paul Brown Stadium, US Bank Arena, Aronoff Center for the Performing Arts, The National Underground Railroad Freedom Center, Contemporary Arts Center and Taft Museum. The expansive Banks entertainment area, just four blocks from the hotel, hosts such restaurants as Toby Keith's, Crave and Orange Leaf. Explore its green space on bike trails or admire the fountains and listen to a concert there.

## IDEA EXCHANGE

Join fellow food safety professionals in a peer-driven informal discussion about today's top food safety topics. This 90 minute session will give you an opportunity to exchange best practice ideas and take home actionable solutions to your toughest food safety challenges. The Idea Exchange Sessions take place in the Rosewood room on the 4<sup>th</sup> floor on Monday, November 5 from 4.00 – 5.30 pm. There will be signs on each table indicating which topic will be discussed at that table and also a facilitator for each topic who will lead the discussion. There will also be a few tables open for self-guided discussion without a facilitator. Topics include: Training and certification programs, FSMA implementation and compliance, traceability, recalls, import safety, GMOs, cleaning and sanitation programs.

## INTERNET

Complimentary high-speed wireless internet access is provided for hotel guests providing that you are registered at the Hilton under the FMI room block. If you reserved a room through a travel agent or via an online third party (Expedia, Travelocity etc.), your rate does not include the FMI free internet access.

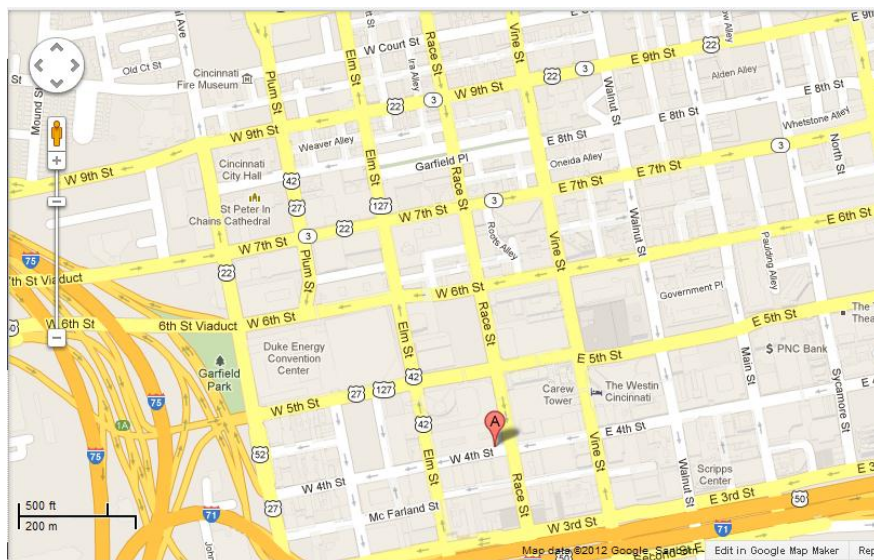
Free internet access will also be available in the conference rooms. Please note that this service is provided by the hotel according to their server capacity and is limited to basic internet surfing and email download. It may not be suitable for large file downloads.

## LOCAL AREA

For a full list of things to do and see in the local area, visit the official [Cincinnati Travel Guide Site](#)

## PARKING

A discounted self-parking rate of \$ 12.00 per day (NO in and out privileges) is available at the Tower Place Garage, located at 30 West 4th Street, Cincinnati, OH adjacent to the hotel.



## PRESENTATIONS

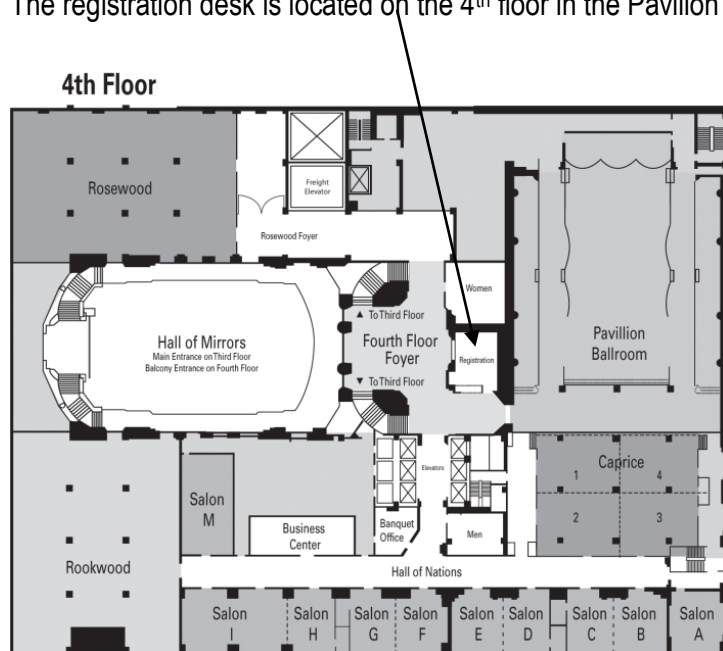
All presentations received by FMI prior to Thursday, November 1 will be made available on the FMI website, providing that we have received permission from the presenter. To access the presentations, please visit the [Retail Food Safety Forum website](#) and click on the link to “My Meetings” on the right hand sidebar. Enter your username and password (the one you used to register for the forum). If you have forgotten your username and password, please click on the link “Obtain Password” and follow the instructions.

## PRESENTERS

Bios of the presenters can be found in the onsite directory and also on the [conference website](#)

## REGISTRATION

The registration desk is located on the 4<sup>th</sup> floor in the Pavilion Ballroom Foyer



The official registration hours are:

Monday, November 5                    1:00 p.m. – 6:00 p.m.  
Tuesday, November 6                   7:00 a.m. – 6:00 p.m.

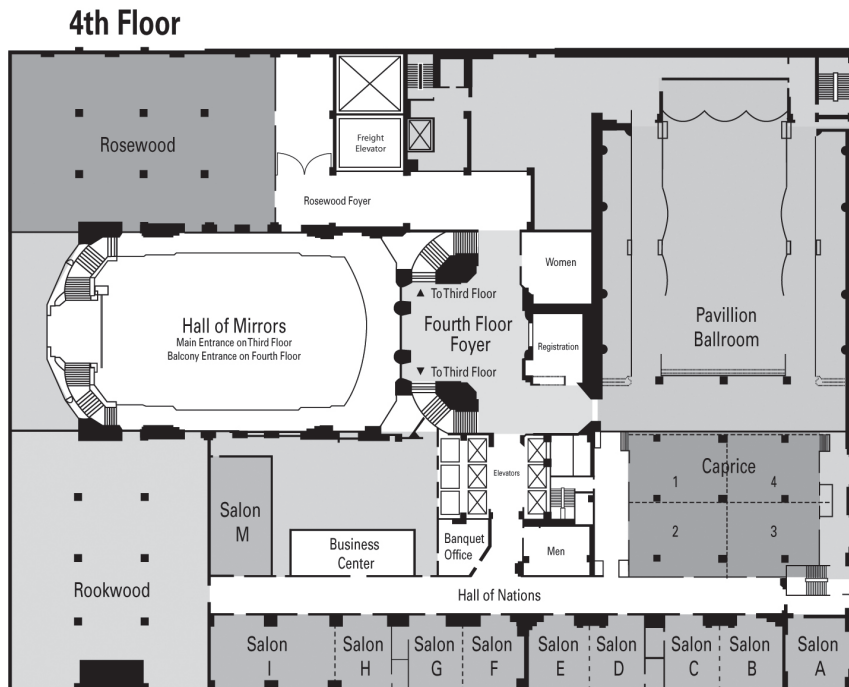
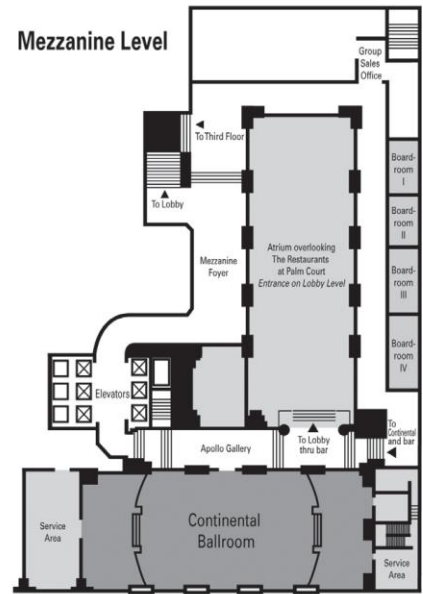
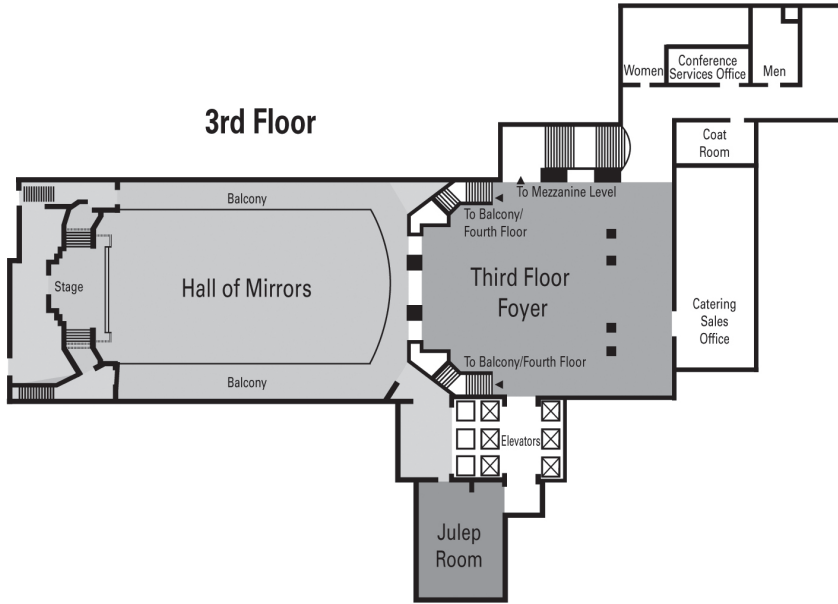
You may pick up your badge **during these hours only.**

# ROOM LOCATIONS

Meeting and meal function rooms are located on the 4<sup>th</sup> floor or the Mezzanine Level

Keynotes/General Sessions	Rosewood (4 <sup>th</sup> Floor)
Breakouts	Rosewood, Caprice (4 <sup>th</sup> Floor)
Cocktail Reception (Mon)	Continental (Mezzanine Level)
Breakfast	Caprice (4 <sup>th</sup> Floor)
Lunch	Continental (Mezzanine Level)
SQF Solutions Showcase (Tues)	Hall of Mirrors (3 <sup>rd</sup> Floor)

A map of the hotel is provided is provided below. All room locations are noted in the onsite agenda. We will notify you if there are any changes.

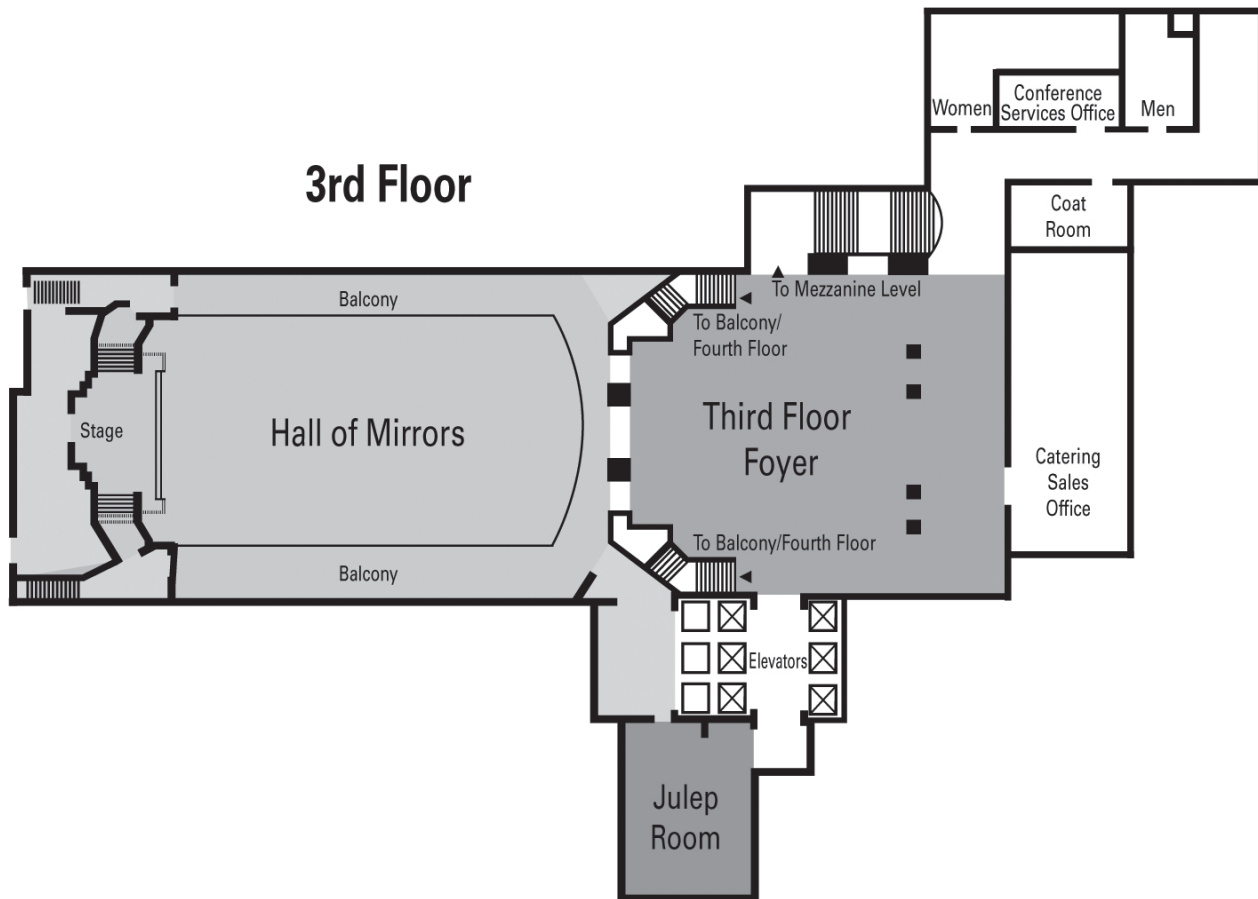


## ROOM TEMPERATURE

Regardless of the outside temperatures, meeting rooms are notorious for being somewhat chilly, so we advise you to bring layers to ensure your comfort. Meeting rooms are generally set at 70 degrees. For some this is too cold, for some too warm. So, just like Goldilocks, we unfortunately can't please everyone! Please plan accordingly.

## SOLUTIONS SHOWCASE

All attendees of the Retail Food Safety Forum are invited to attend the SQF Election Night Bash and Solutions Showcase, taking place in the Hall of Mirrors on the 3<sup>rd</sup> floor on Tuesday, November 6 from 5:00 p.m. – 7:00 p.m. Gather with friends and potential business partners to find a wealth of new tools, technologies and solutions to kick start or improve your food safety plan. To celebrate Election Day, there will be special drinks, prizes, live election coverage and a fun opportunity to have your picture taken with the candidates in The Oval Office!



## SURVEY

Within 5 days of the conclusion of the forum you will receive a survey by email that will ask you to rate the education program, social events and logistics. Please take the time to fill this out so that we can use the information to improve future conferences. Your cooperation is appreciated.

## TRANSPORTATION

The hotel address is:

35 West 5th Street  
Cincinnati, OH 45202

### Taxi

Cincinnati / Kentucky International Airport (CVG) is 12 miles from the hotel (approximately 15 minutes drive time). The approximately one-way taxi fare is \$ 30.00.

### Shuttle

Airport Executive Shuttle  
(800) 990-8841  
\$ 32 round trip / \$ 22 one way.

Call for reservations

### Driving

The Hilton Cincinnati Netherland Plaza is located in the heart of downtown Cincinnati at the corner of Fifth and Race Streets. It is easily accessible from Interstates I-71 and I-75. Directions from CVG airport: Take I-275 East to I-75 North. Take the Fifth Street Exit. The hotel is three blocks on Fifth Street and Race.

Parking is available in the adjacent Tower Place Garage for a reduced daily rate of \$ 12.00 (NO in and out privileges). Valet parking is available for \$ 24.00 / day with in and out privileges.

