

Roundtable: C Suite

Delegate Joining Instructions

Thank you for booking to attend this event, we hope you find it an enjoyable learning experience.

Please read the following information carefully.

Date: 13 March 2013

Times: 10:00 – 10:30 Registration
10:30 – 13:00 Discussion

Event Venue: Conference room 2
Executive Briefing Centre
Building 3
Symantec
350 Brook Drive
Green Park
Reading
Berkshire
RG2 6UH

Venue information: visitor parking is available on site

Map: [Map of venue](#)

Contacts: Prior to the event [email](#) or call +44 (0)1628 427 340
On the day of the event call **Sue Gardner on 07525 671886.**

Please note:

- If you have any specific dietary requirements please e-mail [CIM Events](#)
- Videos/photographs may be taken during the event for CIM marketing purposes. If you do not wish to appear on such materials, please contact us prior to the event.
- CPD certificates and feedback questionnaires will be sent by email following the event, so please make sure we have your correct email address.
- Please notify us if you cannot attend the event.
- If you are a non-member and would like to receive further information about Region and Branch events, please e-mail [CIM Events](#).