

University of Iowa
October 2, 2019 8 a.m. – 3 p.m. CDT

Iowa Law Expo—MAPLA Caravan Law School Fair

ORGANIZER

Contact information prior to event: Martha Kirby martha-kirby@uiowa.edu
Contact information day of event: Martha Kirby 319.541.5997

REGISTRATION INFORMATION

<https://careers.uiowa.edu/iowa-law-expo>

EVENT LOCATION

Law School Fair—11 a.m. – 3 p.m. Iowa Memorial Union Main Lounge, First Floor
Full events throughout the day: 8 a.m. – 3 p.m.

Link to local/campus map

[Iowa Memorial Union](#)

Expectation regarding attendance based on previous years, traffic patterns on campus:
Previous years about 200-300 student from throughout the state of Iowa and occasionally from a surrounding state

lunch/passing periods, etc.: Lunch served at 12:30 to coincide with student break-out sessions.

Internet access:

unlimited, free access. Sign in as guest.

Snack or meal information:

- 9:00 a.m. Light refreshments and coffee service
- 12:30 p.m. Lunch available
- All food and beverages for law school reps will be available in the Sunporch off the Main Lounge

DRIVING INFORMATION

- Directions to the [Iowa Memorial Union](#)
- Parking is available in the [IMU ramp](#) or the [North ramp](#). Entrances to both ramps are located on Madison Street.

PARKING

- Directions to the [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 Madison St.
- Parking passes will be provided for all law school representatives at check-in. Parking passes are for the event hours only

Material drop-off details—Two meters hooded for the MAPLA Caravan on the east side of the Iowa Memorial Union directly outside of the law school representative check-in table and event space. Watch for sandwich board on sidewalk with signage.

SHIPPING MATERIALS

- All materials may be mailed to: Event Services, Attn: Katie Martin, Room 159 IMU, 125 N Madison St, Iowa City, IA 52242-1317.
- Materials should arrive *no earlier* than Wednesday, Sept. 25, 2019. 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 name on the outside of each box so they can be delivered to your 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.

HOTEL

- Hilton Garden Inn Iowa City Downtown, \$139 plus tax, parking is \$14 per day with in and out privileges 328 S Clinton St Iowa City, IA 52240, 319-248-6100 <http://hiltongardeninn.hilton.com/en/gi/groups/personalized/I/IOWDOGI-MAP-20191001/index.jhtml>
- Iowa House: In the Iowa Memorial Union, site of the event. Free parking in UI ramps nearby. 125 N Madison St, Iowa City, IA 52242 319-335-3513 \$95 per night plus tax . Reservation link: <https://clients.innroad.com/iowa/GroupSearch.aspx>
- Springhill Suites: \$109 per night plus tax. Free parking on site. 1001 25th Ave, Coralville, IA 52241 319-625-1001 Reservation link: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1566593002899&key=GRP&app=resvlink>
- Coralville Marriott Hotel and Conference Center: \$113 per night plus tax. Parking \$8 per day with in and out privileges. 300 E 9th St, Coralville, IA 52241 319-688-4000 <https://www.marriott.com/event-reservations/reservation-link.mi?id=1567521046251&key=GRP&app=resvlin>

