

We hope you enjoy your experience at the University of Reading.

Henley Business School Building

The event you are attending is being held in the Henley Business School Building (building number 138) on the University of Reading's Whiteknights campus and you will be directed to the appropriate room by the building signage you will see on arrival.

 what3words <https://what3words.com/green.shiny.tall>

Post Code for Henley Business School – RG6 6UD

GETTING TO THE UNIVERSITY

We would encourage the use of public transport where possible as the University is very well connected via public transport, and you could lower your carbon footprint. Detailed information about how to get to the University of Reading can be found here: reading.ac.uk/findus and information on sustainable travel can be found here: <https://sites.reading.ac.uk/sustainability/travel/>

Car Parking:

If you are travelling by car, please use Car Park 1a at the Shinfield Road entrance to the campus (Sports Park). You will be required to display a parking permit in this car park. There are closer car parks than Car Park 1a (such as 2), however these can get extremely busy during the week, and we would therefore recommend parking in Car Park 1a.

If the event is taking place between 9am and 5pm on a weekday, please print off the parking permit you will have been sent by your organiser and display in the window of your vehicle. If the event is taking place during the evening after 5pm or over a weekend you do not need a parking permit unless you park in Car Park 1a.

Failure to display a parking permit can result in a penalty notice being issued via an external company that the University are unable to cancel or refund.

By Taxi:

In partnership with the University of Reading, Yell Cars offer affordable 24h taxi services. To book a taxi please call 0118 9660 660 or 0118 9666 555. Alternatively, you can book online by heading to <https://yellcars.com/>

ADDITIONAL INFORMATION

Catering:

Please note that a dietary option will only be provided for those who have specified a requirement for this prior to the arrival of the event. For those who have already advised of a specific dietary requirement (including allergies/Gluten Free/ Halal) these requirements will be catered for separately. If you do have requirements please notify the organiser of your event as soon as possible. We are unable to adapt catering requirements on the day of your event.

Please use the below link to check what food options would be safe for you to eat, depending on allergies and dietary requirements - [NetNutrition](#). If you are having any issues with using NetNutrition please use this [guide](#). If you are unsure as to what your catering is, please contact your event organiser.

Wi-Fi Access:

To access the free Sky Wi-Fi, you should turn on your Wi-Fi and select '**WiFi Guest**' (Not UoR guest) from the available network list. Your web browser should then open, and you will need to accept the terms and once you have clicked to confirm, you will be connected to the network.

We look forward to welcoming you to the University of Reading.

Venue Reading

University of Reading | Campus Commerce

0118 378 5657 | Info@VenueReading.com | hospitalityuor.co.uk

Let's get social – follow us!

If you are using any social media channels as part of your event, don't forget to include us in your posts. We would love to connect and re-post anything you share



[Linkedin.com/company/venue-reading/](https://www.linkedin.com/company/venue-reading/)



[@Venue_Reading](https://www.instagram.com/Venue_Reading)



[facebook.com/VenueReading](https://www.facebook.com/VenueReading)

Venue Reading parking permit for MMF Conference

Permit not valid in car park 5.

Date

8.9.25-10.9.25

Vehicle

If you have any queries please

Venue Reading | 0118 378 5657 | info@venuereading.com

Parking is extremely limited and spaces may not be available.

You are strongly encouraged to use alternative means of transport:

www.reading.ac.uk/about/visit-us.aspx

This parking permit must be displayed when the vehicle is parked on the University of Reading premises, and is valid only for the event stated on the permit.

On arrival

- You must park in a designated bay.
- Display the parking permit so the details can be seen clearly from the outside.
- Do not leave valuables in your car.
- Failure to comply with the University's parking regulations may incur a charge.

The parking regulations are available at:

www.reading.ac.uk/parking/visitors/park-visitors-parking.aspx

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HOSPITALITY

PEPPER LANE
ENTRANCE

Henley Business

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Henley Business School

WHITEKNIGHTS CAMPUS

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