AMUG will continue to update this document as more information becomes available. We encourage you to check back for updates.

AMUG is moving forward with a live, in-person 2021 AMUG Conference to be held May 2-6, 2021, at the Hilton Orlando in Orlando, Florida. Your AMUG Board, committee members, volunteers, and supporting vendors are working to ensure the event is successful. We are preparing as we would for any other conference - and then some.

AMUG Conference and its members, sponsors and exhibitors are in a unique position, unlike any other year. We don’t underestimate the amount of time, dedication, and work everyone is putting in to open the doors, and AMUG will play a key role in propelling the industry forward through the unique circumstances the world has faced this past year. We are excited to play a part in facilitating the emergence of the additive manufacturing community again. We know it won’t be the same, and there will be many faces missing due to travel restrictions, however, it is important to take this first step and help drive our industry forward and welcome back our friends.

IN-PERSON AT AMUG. WHAT YOU NEED TO KNOW.

We recognize the strong desire of our members and industry to engage each other, and networking is a particularly important element of the AMUG Conference. AMUG is working closely with the Hilton Orlando, state agencies and local officials to ensure that the in-person event adheres to safety protocols related to COVID-19. In addition, AMUG is working with an industry consultant for guidance and advice on all necessary safety precautions pertaining to live conferences and events.

Attendance will be limited to a capacity allowed by the Hilton Orlando, City of Orlando and the State of Florida to reflect social distancing requirements. Due to fluctuating requirements, the specific number of attendees we can accommodate is still fluid.

We continue to monitor recommendation from local health authorities, the World Health Organization (WHO) and Centers for Disease Control and Prevention (CDC) for group meetings and events. In compliance with the health and safety recommendations, we will provide updates on occupancy levels, wearing face coverings, social distancing, cleaning protocols and provide access to other important information. While we anticipate regular updates as a result of the COVID-19 pandemic between now and May, we are working diligently to monitor the situation and provide updates.

Thank you in advance for helping to keep our community safe and healthy. We are committed to a great #AMUG2021 and look forward to seeing you in May!
WHAT IS AMUG DOING AND REQUIRING?

KEEP YOUR DISTANCE
Social distancing will be required wherever and whenever possible.
- Physical distance signage will be utilized.
- Separate entry and exits for speaking and training rooms will be indicated.
- Controlled occupancy of public spaces, speaking sessions, training sessions, and meeting rooms.
- AMUGexpo will have separate entry and exit points. Expanded aisles of 10 feet, in some cases up to 20 feet throughout the exposition. Sponsors and exhibitors may regulate the number of individuals they accommodate in their assigned booth space.

WASH YOUR HANDS
Regular hand washing with soap and water will be encouraged with signage throughout the Hilton Orlando.
Appropriate hand-washing facilities or sanitizing stations will be provided at all entry points and throughout the Hilton Orlando.
Individuals with allergies to sanitizing solutions are encouraged to bring their own sanitizing solutions appropriate for their health needs.

WEAR A FACE COVERING
Face coverings are to be worn at all times during 2021 AMUG Conference. In accordance with CDC guidelines and the Orange County Government Executive Order, Hilton requires guests and Team Members at all U.S. Hilton properties to wear face coverings in all public areas of the hotel.

All face coverings must fully cover the nose and mouth.
Clear face coverings are allowed especially to assist with those that are deaf, hard of hearing, people with disabilities, people who need to see the proper shape of the mouth for making appropriate vowel sounds.

AMUG will consider, on a case by case basis, exceptions to this policy for medical reasons if accompanied by a note from your physician. Please contact AMUG Event Manager for more information, eventmanager@amug.com.

Security personnel on behalf of the hotel and AMUG will monitor for face coverings. Should they approach you and request adherence to the policy please comply.

NOT FEELING WELL
Pre-Conference
Complete a health self-assessment. Are you experiencing any symptoms? The most common symptoms of COVID-19 are fever, cough and shortness of breath. If you feel sick, please stay home and, if warranted, seek medical attention. Refer to the CDC website for information about COVID-19 related symptoms.

We know you want to be at the conference, but if you don’t feel well, please stay home and get better.

At Conference
AMUG will have a designated room and healthcare personnel on-site should you become ill at the conference. More information will be provided to attendees, sponsors and exhibitors prior to arriving at the conference.

Post Conference
Should you become ill shortly after attending the AMUG Conference, please let us know. We will provide a point of notification upon the conclusion of the conference.

TRAVEL AND HOTEL

TRAVEL
Before traveling, we encourage you to check travel guidelines and requirements for your country. As of February 9, 2021, the CDC issued new travel requirements:

- All air passengers coming to the United States, including U.S. citizens, are required to have a negative COVID-19 test result or documentation of recovery from COVID-19 before they board a flight to the United States. See the Frequently Asked Questions for more information.
- Masks are required on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.

AMUG is not responsible for publishing updated travel restrictions or guidelines.

HILTON EVENTREADY
Hilton has developed EventReady with CleanStay, a global meetings and events program designed to create event experiences that are clean, flexible, safe and socially responsible.
- Hilton CleanStay Standards provide elevated cleanliness and sanitation across the entire attendee journey. A cleaning protocol checklist is completed to verify an event space is sanitized and disinfected thirty minutes prior to event start.
- Hilton CleanStay Event Room Seal is applied once the room is properly cleaned, set and EventReady.
- Sanitizing Stations will have prominence in primary entryways as well as key high traffic areas including inside and outside event space(s), meal and beverage service areas, public restrooms and congregating areas.
- Vendor compliance to all standards and floor plans submitted to hotel for approval in advance of event.


Hilton Orlando | Orlando, Florida USA
May 2-6, 2021
AMUG Conference
2021
Pre-Conference
At Conference
Post Conference
TRAVEL AND HOTEL
TRAVEL
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HILTON EVENTREADY
HILTON EVENTREADY
AMUG CONFERENCE PARTICIPANT GUIDANCE

Is AMUG making special adjustments to the conference?
Yes. AMUG is making adjustments to adhere to federal, state, local and hotel regulations. We understand many corporations have employee guidelines and we respect those guidelines. We ask those attending with corporate guidelines read the following and make the determination to participate at AMUG with approval from your company.

GENERAL
• Face coverings will be required at 2021 AMUG Conference. We recommend that all participants at AMUG Conference supply their own face covering and adhere to the CDC guidelines, https://www.cdc.gov at the time of the conference. Although AMUG will have a limited supply of face coverings on hand should you need one, not all coverings fit individuals in the same manner and are not guaranteed to stop or reduce the exposure to COVID-19.
• Social distancing will be required wherever and whenever possible.
• Frequent hand washing and the use of hand sanitizer is encourage. Hand sanitizer stations will be located throughout the hotel.
• Food and beverage service will be available at AMUG. As part of your conference attendee pass, AMUG will provide breakfast, lunch and dinner during the conference. Food service will be provided either through hotel-staffed food stations/buffets with a barrier, pre-packaged grab-n-go items, or plated meals served by staff.

PRIOR TO ARRIVING AT AMUG CONFERENCE
• Pre-registration by using the AMUG online registration system is highly recommended. This will reduce your time in the registration area and help to eliminate congestion.
• Please pack a face covering; this is required at all times.
• Complete a health self-assessment. Are you experiencing any symptoms? If you feel sick, please stay home. Refer to the CDC website for information about COVID-19 related symptoms.

WHILE AT THE CONFERENCE
• Face coverings are required throughout Florida and in the Hilton Orlando. If you arrive without a face covering, you will not be permitted into the Conference.
• Wash your hands often. Cover your cough or sneeze.
• Hand sanitizer stations are located throughout the public spaces of the Orlando Hilton hotel. Should you be allergic to hand sanitizer, we recommend bringing your own sanitizing solution to meet your health needs.
• Please refrain from handshakes and hugs. We know the AMUG community is a family, and we care about you. Show it by fist or elbow bumping or an air hug.
• Seating areas will be properly distanced in the general session and breakouts. Sit down lunches will have limited seating at each table. There will be ample space inside and outside of the hotel for individuals to sit.
• Barriers will be in place at registration and food stations. Stanchions and signs will remind you to keep a safe distance.

REGISTRATION AREA
• Plan to arrive at registration Sunday. The AMUGexpo opens at 4:00pm on Sunday, and with social distancing, you will want time to visit with sponsors and exhibitors without rushing through the AMUGexpo on Monday.
• Have your ID with photo ready when you get to the registration area. This will allow volunteers to quickly find your badge and provide you with your AMUG bag. We ask that you do not loiter at the desk. Collect your badge and bag and please exit the registration area to keep this area clear.

GENERAL SESSION, SPEAKING ROOMS AND AMUGEXPO
• We have arranged for one way entrance and exits. Please pay attention to the signs.
• Attendees are required to follow the varied seating requirements in each room.
• Rooms will be cleaned in accordance with the Hilton EventReady with CleanStay program in-between sessions. Please refrain from loitering in the rooms after a speaking or training session. Utilize the AMUG Mobile App to engage with individuals at the conference and continue your discussions.

WE SUGGEST THE FOLLOWING GUIDELINES FOR SPONSORS AND EXHIBITORS
• Consider a booth layout that allows space for social distancing.
• Plan to disinfect products and displays on a frequent basis. Due to the sensitivity of additive manufacturing machines, AMUG requires the sponsors and exhibitors to maintain the cleaning of their assigned booth space, products and high-touch points.
• Leave the ceiling open on any confined buildouts.
• Consider eliminating contact where possible (e.g. use the complimentary lead retrieval system AMUG provides to each sponsor and exhibitor, post your brochures and contact information on the AMUG mobile app rather than provide handouts, and avoid enticement candy).
• Place signage to notify attendees of your social distancing requirements in your assigned booth space.
• Sponsors and exhibitors are responsible for adhering to their corporate guidelines. AMUG will not monitor or enforce corporate guidelines of participants.

Watch for updates
This information will change based on local, state, and federal guidelines. Always check back for the latest information. Information is subject to change without notice.
HILTON ORLANDO
LOWER LEVEL

AMUG
AMUGexpo
Orlando Ballroom, Lower Level
AMUG General Session
Orange Ballroom, Lower Level
Breakfast
Foyer and The Promenade, Lower Level
Lunch
AMUGexpo and The Promenade
Dinner
AMUGexpo and The Promenade

SUPPORT TEAM
Red Oak Expo Truck Center
Load-in Access from Destination Parkway
AV Center - Lobby Level
Key West D, Lower Level

DIAMOND SPEAKING SESSIONS
Diamond Speaking Session - D1
Orange Ballroom A-C, Lower Level
Diamond Speaking Session - D2
Orange Ballroom D, Lower Level
Diamond Speaking Session - D3
Orange Ballroom E-G, Lower Level

DIAMOND TRAINING SESSIONS
Diamond Speaking Session - D4
Florida Ballroom 1-3, Lower Level
Diamond Speaking Session - D5
Florida Ballroom 5-7, Lower Level
Diamond Speaking Session - D6
Key West A-C, Lower Level

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AMUGexpo
Orlando Ballroom, Hilton Orlando

AMUGexpo Hours
Spouses and Exhibitors
Sunday, May 2  4:00pm-10:00pm
Monday, May 3  10:00am-1:30pm
Monday, May 3  6:00pm-10:00pm
Diamond and Platinum Spouses Only
Booth area open
Tuesday, May 4  10:30am-12:00pm
1:30pm-4:00pm
Wednesday, May 5  1:30pm-5:30pm
Thursday, May 6  12:00-1:30pm (lunch)

AMUGexpo
- We have arranged for one way entrance and exits. Please pay attention to the signs.
- Sponsors and exhibitors may limit the amount of individuals they would like in their booth at one time. Look for each booth’s social distancing requirements and respect the sponsor and exhibitors request.
- Sponsors and exhibitors are responsible for cleaning high touch points within their assigned booth space.
- Sponsors and exhibitors are responsible for adhering to their corporate guidelines. AMUG will not monitor or enforce corporate guidelines of participants.
- Please respect the sponsor and exhibitor requests within their booth.

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QUICK LINKS

HILTON HOTEL
Hilton Orlando
https://www.thehiltonorlando.com

Hilton EventReady with CleanStay - For details on the Hilton EventReady with CleanStay program, visit:
https://www.hilton.com/en/corporate/cleanstay/?v&fromId=ORLOC-WEB#eventready

Hilton CleanStay - For details on the Hilton CleanStay program, visit:
https://www.hilton.com/en/corporate/cleanstay/?v&fromId=ORLOC-WEB

STATE AND LOCAL
Florida Health - Travel
https://floridahealthcovid19.gov/travelers/

City of Orlando
https://www.orlando.gov/Home

City of Orlando - Coronavirus COVID-19 Update in Orlando, FL
https://www.orlando.gov/COVID-19

Orange County Government Florida - Coronavirus (COVID-19) Information and Resources
https://www.orangecountyfl.net/EmergencySafety/Coronavirus.aspx#YCqi5i9h5a4

Face Covering Executive Order for Orlando
https://www.ocfl.net/Portals/0/Library/Emergency-Safety/docs/coronavirus/2020-23%20EEO.pdf

Testing Sites in Orlando
https://www.orlando.gov/COVID-19/Testing-Sites

Orlando Health Resources
http://orangecountyfl.net/EmergencySafety/Coronavirus/Coronavirus-HealthResources.aspx#YCPqFy9h3a4

Get up-to-date information on social media/Twitter:
CDC: @CDCgov Florida Health: @HealthyFla
Orange County: @OrangeCoFL City of Orlando: @citybeautiful

FEDERAL AND INTERNATIONAL

CDC - Centers for Disease Control and Prevention
https://www.cdc.gov

CDC Travel

Requirement for Proof of Negative COVID-19 Test or Recovery from COVID-19 for All Passengers Arriving in the United States

TSA - Transportation Security Administration
https://www.tsa.gov

U.S. Department of State
https://travel.state.gov/content/travel/en/international-travel.html

Update on Passport Operations

COVID-19 Travel Information

COVID-19 Testing Required
https://travel.state.gov/content/travel/en/traveladvisories/ea/covid-testing-required-us-entry.html

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