



AS OF FEBRUARY 10, 2022

AMUG CONFERENCE GUIDANCE

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 2022 AMUG Conference to be held April 3-7, 2022, at the Hilton Chicago in Chicago, Illinois. This document will provide you with the [Chicago Vaccine Requirements](#) and an FAQ section regarding the conference.

PUBLIC HEALTH [ORDER No. 2021-2](#) - Proof of Vaccination in Public Places (Fourth Amended and Re-issued)

Issued on December 21, 2021, amended on January 26, 2022, effective January 26, 2022

This order requires any individual 5 years of age or older to show proof that they are fully vaccinated against COVID-19 to dine indoors, visit gyms, or enjoy entertainment venues where food or drink are being served. [Read the full order No. 2021-2.](#)

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

WILL PROOF OF VACCINATION BE REQUIRED AT AMUG?

AMUG Conference will be held in the City of Chicago and the City requires proof of vaccination at indoor dining, fitness, entertainment and recreation venues. At this time, in order to participate at the AMUG Conference, attendees, sponsors, exhibitors and vendors are required to show proof of vaccination. The AMUG Conference takes place within a venue (hotel) that requires proof of vaccination to participate in the conference sessions, AMUGexpo, off-site event and activities.

EXEMPTIONS. [Download the Chicago FAQ document](#)

The following individuals are exempted from the City's Order and do NOT need to provide proof of vaccination:

- Individuals entering an establishment for less than 10 minutes to order or carry out food, make a delivery or use the bathroom;
- A performing artist, or an individual accompanying such a performing artist, while the performing artist or individual is in a covered location for the purposes of such artist's performance;
- A professional or college athlete, or an individual accompanying such professional or college athlete, who enters a covered location as part of their regular employment or conduct for purposes of the professional or college athlete/sports team competition;
- Individuals who have previously received a medical or religious exemption, provided such patrons provide the covered entity proof of the medical or religious exemption and a COVID-19 test administered by a medical professional within the last 72 hours prior to entering a covered location;
- Individuals 18 years of age or younger who enter a covered location to participate in an activity organized or sponsored by a school, the Chicago Park District, an afterschool program, a child care program, or other organization as may be authorized in Chicago Department of Public Health guidance; and
- Individual voting in a municipal, state, or federal election; or, pursuant to law, assisting or accompanying a voter or observing such election.

VALID PROOF OF VACCINATION

Valid proof of vaccination will be administered by the Hilton Chicago.

AMUG is not responsible for verifying vaccination. All participants and visitors to the Hilton Chicago will be asked to either show proof of vaccination at the Hotel Front Desk (NOT AMUG Registration). Hilton Chicago will provide a secondary checkin for those not staying at the Hilton Chicago. Details to follow.

Valid proof of vaccination consist of:

- Valid photo ID (age 16+)

and, one of the following

- Vaccination Card
- Photocopy of vaccination card
- Digital record or app or
- Printed record from vaccine provider

WHAT DOES IT MEAN TO BE FULLY VACCINATED AGAINST COVID-19?

According to the City of Chicago, "Fully vaccinated" refers to a person who has received their primary series of COVID-19 vaccines. People are considered fully vaccinated:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

If you don't meet these requirements, regardless of your age, the City of Chicago has stated you are NOT fully vaccinated.

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.



WHAT IS AMUG DOING AND REQUIRING?



WEAR A FACE COVERING

Face coverings are to be worn at all time during 2022 AMUG Conference. In accordance with the City of Chicago and Chicago Department of Public Health, Hilton Chicago requires guests and Team Members at the Hilton Chicago 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.



WASH YOUR HANDS

Regular hand washing with soap and water will be encouraged with signage throughout the Hilton Chicago.

Appropriate hand-washing facilities or sanitizing stations will be provided at all entry points and throughout the Hilton Chicago.

Individuals with allergies to sanitizing solutions are encouraged to bring their own sanitizing solutions appropriate for their health.



NOT FEELING WELL

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. We will see you at AMUG in 2023!

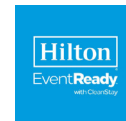


TRAVEL

Before traveling, we encourage you to check travel guidelines and requirements for your country.

Please consult the CDC Travel to the United States from a Foreign Country by Air document:
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/pdf/requirements-travel-to-us-by-air-quick-reference-p.pdf>

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.

Learn More: <https://www.hilton.com/en/corporate/cleanstay/?v&fromId=ORLOC-WEB>



AMUG CONFERENCE PARTICIPANT GUIDANCE & FAQs

WILL ATTENDEES, SPONSORS AND EXHIBITORS BE REQUIRED TO MAKE ANY SPECIAL ADJUSTMENTS?

Yes, AMUG is taking several steps to ensure safety and we are asking all attendees, exhibitors and sponsors 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.

ARE FACE MASKS REQUIRED?

As the city of Chicago has reintroduced its indoor mask mandate, masks will be required for all guests at indoor events. AMUG will closely follow local guidelines, and should the mask mandate be lifted, mask requirements will be at the discretion of the AMUG Board.

- Face coverings will be required at 2022 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. All visitors are required by the City of Chicago Public Health Department to wear a face covering while inside the Hilton Chicago.

WILL ATTENDEES BE REQUIRED TO BE VACCINATED TO ATTEND?

Yes. In accordance with the City of Chicago, beginning on January 3, 2022 the following [ordinance](#) was issued:

Based on the City of Chicago ordinance, all visitors over the age of 5 are required to show proof of vaccination to participate in the AMUG Conference at the hotel, enjoy the restaurants (on and off property), utilize the hotel athletic club and pool.

WILL SPONSORS AND EXHIBITORS BE REQUIRED TO BE VACCINATED TO ATTEND?

Yes. In accordance with the City of Chicago, beginning on January 3, 2022 the following [ordinance](#) was issued:

Based on the City of Chicago ordinance, all visitors over the age of 5 are required to show proof of vaccination to participate in the AMUG Conference at the hotel, enjoy the restaurants (on and off property), utilize the hotel athletic club and pool.

WILL BOOTH STAFF BE REQUIRED TO BE VACCINATED TO ATTEND THE AMUGEXPO?

Yes. In accordance with the City of Chicago, beginning on January 3, 2022 the following [ordinance](#) was issued:

Based on the City of Chicago ordinance, all visitors over the age of 5 are required to show proof of vaccination to participate in the AMUG Conference at the hotel, enjoy the restaurants (on and off property), utilize the hotel athletic club and pool.

WHAT WILL THE CAPACITY BE?

AMUG Conference will not restrict capacity. However, capacity is restricted by the Hilton Chicago based on room capacity within the ballrooms.

FOOD AND BEVERAGE SERVICE

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 Chicago and in the Hilton Chicago. 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 Hilton Chicago 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.



2022
AMUG Conference
April 3-7, 2022
Hilton Chicago | Chicago, Illinois USA

FOR USERS. BY USERS.
www.amug.com

AMUG CONFERENCE PARTICIPANT GUIDANCE & FAQs

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.

WE SUGGEST THE FOLLOWING GUIDELINES FOR SPONSORS AND EXHIBITORS

- 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).
- Sponsors and exhibitors are responsible for adhering to their corporate guidelines. AMUG will not monitor or enforce corporate guidelines of participants.

I NEED TO CANCEL MY PARTICIPATION AT THE AMUG CONFERENCE, WHAT DO I DO?

If the pandemic leads to uncertainties in your mind, or your company Covid-19 protocols are not being met by the City of Chicago's mandates, AMUG currently has the standard cancellation policy in effect, which may be viewed at <https://www.amug.com/registration-terms-conditions/>. The cancellation request form may be accessed here: https://amug.formstack.com/forms/amug_cancellation_and_refund_form_2022.

We also have an appeals process for anyone that feels that their situation warrants special consideration due to significant extenuating circumstances. Those appeals are reviewed and determined by the entire AMUG Board.

CAN I ROLL-OVER MY 2022 REGISTRATION TO 2023?

Unfortunately, no. We understand everyone's desire to, but unfortunately we do not have the registration or financial tracking infrastructure necessary to effectively manage carry-over credits. We were able to make an exception in 2020 because we just pushed the same registration event to a new date, as opposed to having to setup a system of credits and manage carryovers individually. It is for those reasons that it is operationally better for AMUG to process refunds when necessary.



QUICK LINKS

HILTON HOTEL

Hilton Chicago

<https://www.hiltonchicagomeetings.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

Illinois Health

<https://dph.illinois.gov>

City of Chicago

<https://www.chicago.gov/city/en.html>

City of Chicago - COVID-19 Update in Chicago, IL

<https://www.chicago.gov/city/en/sites/covid19-vaccine/home/chi-vaccine-requirement.html>

Cook County County Government Illinois - Coronavirus (COVID-19) Information and Resources

<https://www.orangecountyfl.net/EmergencySafety/Coronavirus.aspx#.YCGl5i9h3a4>

Testing Sites in Chicago

<https://www.chicago.gov/city/en/sites/covid-19/home/covid-testing.html>

FEDERAL AND INTERNATIONAL

CDC - Centers for Disease Control and Prevention

<https://www.cdc.gov>

CDC Travel

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

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

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/testing-international-air-travelers.html>

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

<https://travel.state.gov/content/travel/en/traveladvisories/ea/passport-covid-19.html>

COVID-19 Travel Information

<https://travel.state.gov/content/travel/en/traveladvisories/ea/covid-19-information.html>

COVID-19 Testing Required

<https://travel.state.gov/content/travel/en/traveladvisories/ea/covid-testing-required-us-entry.html>