



KNOW BEFORE YOU GO

ARMA International welcomes you to InfoCon 2024 in Houston, Texas! To help you prepare, we've put together this reference guide so you're ready for a successful event. For even more details, the [ARMA InfoCon website](#) and app is where you'll find everything InfoCon, including Events, Education, and so much more!

General Information

Official Hotel and Conference Venues

Event Venue:

[George R. Brown Convention Center](#) (GRBCC)

1001 Avenida de las Americas

Houston, Texas 77010

Main Line: 713-853-8000

Toll Free: 800-427-4697

Event Hotel:

[Hilton Americas-Houston](#)

1600 Lamar

Houston, Texas, 77010

Main Line: 713-739-8000

What to Pack

Recommended attire is business casual for the conference during the day. Jeans are acceptable, but please no shorts or flip flops. We do recommend you dress in layers as temperatures in meeting rooms can vary. Social events take place in the evening when the weather cools down, so be sure to bring appropriate clothing options such as a shawl or light sweater for traveling in-between venues.

Themed Events Alert!

The Kickoff to InfoCon! Welcome Reception on Sunday, October 13 and the Round up at the Rustic! hosted by VRC on Monday, October 14, are both themed events. Wear your favorite sports jersey, shirt or hat on Sunday and your best country and western wear on Monday. Please refer to the Networking Events section for details on these two fantastic events!



KNOW BEFORE YOU GO

Airport Ground Transportation

The Houston Airport System (HAS) is one of North America's largest public airport systems and positions Houston as the international passenger and cargo gateway to the world with its two commercial airports, IAH and HOU.

[George Bush Intercontinental Airport \(IAH\)](#)

The airport is located approximately 22 miles north of downtown Houston.

A variety of ground transportation services are available to and from the airport.

- IAH offers several [parking options](#) and [Cell Phone Lots](#)
- [Directions to IAH](#)
- [List of airlines and their corresponding departure and arrival terminals](#)

Note: International passengers who arrive at Terminal D will proceed through Customs & Immigration to the Terminal E international arrivals hall.

RIDE APP PICKUP

Pick up - outside Baggage Claim/Arrivals Level, Terminals A and C

- Terminal A: west side, Doors A-113 and A-114
- Terminal C: south side, Door C-105
- Terminal B: Door 102-S
- Terminals D and E: passengers using Ride App should board Skyway or Subway to Terminals A or C

Pick-up area is designated by “Ride App” signs

Drop off – All terminals, Departures Level

Ride Apps serving IAH are:

- Alto, Lyft, RideTEGO, Uber, Wingz

[View detailed Taxi Service information](#)

William P. Hobby Airport (HOU)

The airport is located approximately 11 miles southeast of downtown Houston.

A variety of ground transportation services are available to and from the airport.

- HOU offers several [parking options](#) and [Cell Phone Lots](#)
- [Directions to HOU](#)



KNOW BEFORE YOU GO

RIDE APP PICKUP

Pick up – Curb Zone 5 outside Baggage Claim/Arrivals Level

- Follow signs to “Ground Transportation” and “Baggage Claim”
- Exit through door nearest Baggage Claim Carousel No. 4
- Signs to Curb Zone 5 are marked “Ride App”

Drop off - Departures Level

Ride Apps serving HOU are:

- Get Me, GreenLight (GLT), Lyft, Uber, Wingz

[View HOU Level 1 curb zone map](#)

Parking Information for Drive-Ins

Centrally located in the heart of downtown Houston, the GRBCC is easily from all areas of the city- no matter how you choose to commute. There are several convenient parking options on campus located just a short walk from the convention center. **View the Parking Map [here](#) (PDF)**

Convention Campus Parking Garages

Hourly rates apply at all garages unless special event pricing is in effect. Special event rates are posted outside of garages and are paid upon entrance.

Avenida South Garage - 1710 Polk Street

Connected to Hilton Americas Hotel and GRB via skybridge.

Rates

- hours: **\$14.00**
- 1-2 hours: **\$22.00**
- 2-4 hours: **\$30.00**
- Max Daily Rate: **\$40.00**

Hourly rates begin each day at 2 am

Avenida North Garage - 701 Avenida de las Americas

Entrances on Rusk and Capitol. Located at Partnership Tower and connected to the GRBCC and Marriott Marquis Hotel via skybridge.



KNOW BEFORE YOU GO

Rates

- hours: **\$14.00**
- 1-2 hours: **\$22.00**
- 2-4 hours: **\$30.00**
- Max Daily Rate: **\$40.00**

Hourly rates begin each day at 2 am

Avenida Central Garage - 1002 Avenida de las Americas

Located under Discover Green Park, directly across from the GRB.

Rates

- 0-2 hours: **\$10.00**
- 2-4 hours: **\$20.00**
- 4-6 hours: **\$25.00**
- Max Daily Rate: **\$30.00**

Hourly rates begin each day at 2 am

Plan ahead with reserved parking. It's fast, easy, and convenient.

- [Reserve with ParkMobile](#)
- [Reserve with ParkWhiz](#)

If you have questions or need additional information, please email tekie.goitom@winpark.com.

Directions & Maps

[Attendee Driving Directions \(PDF\)](#) | [Exhibitor Driving Direction \(PDF\)](#)

[Downtown Houston Street Map \(Image\)](#) | [Houston Overview Map \(PDF\)](#)

Wi-Fi at Official Conference Venues

Wi-Fi will be provided at the conference for all attendees:

<u>GRBCC:</u>	Network:	InfoCon 2024
	Password:	arma2024

Social Media

Follow us on Twitter and use the official InfoCon hash tag #InfoCon2024

Follow us on LinkedIn and engage in daily recap posts



KNOW BEFORE YOU GO

Registration

On-site Registration

Registration will be located INSIDE THE EXPO HALL (Hall E) on level 1

Registration Hours:

Open from:

- Saturday, October 12: 8:00am – 3:00pm
- Sunday, October 13: 8:00am – 7:00pm
- Monday, October 14: 7:30am – 5:30pm
- Tuesday, October 15: 7:30am – 3:30pm

*Registration will be closed on Wednesday, October 16. There will be an ARMA Information Table on Level 3 to provide assistance or answer any questions.

Self-Check-in Registration Kiosks

Save time and use the self-check-in kiosks at registration area. All you need is your email address.

InfoCon Badges

Your name badge is required for admission to all events - **No exceptions**. Reprint requests will be granted in cases where a badge is damaged, but will be at the discretion of ARMA staff.

Registration Types

Full Conference Registrants Receive:

- Access to three days of conference education sessions
- Access to three Keynote presentations
- Experience Hall entry
- Lunch provided Monday, Tuesday and Wednesday
- Access to the Sunday night Welcome Reception, Kickoff to InfoCon!
- Access to the Experience Hall Pub Crawl and VRC Welcome Party, Round Up at the Rustic! on Monday night
- Pre-approval for CEU credits

Keynote & Connect Pass Registrants Receive:

- Access to three Keynote presentations
- Experience Hall entry
- Lunch provided Monday, Tuesday and Wednesday



KNOW BEFORE YOU GO

- Access to the Sunday night Welcome Reception, Kickoff to InfoCon!
- Access to the Experience Hall Pub Crawl and VRC Welcome Party, Round Up at the Rustic! on Monday night

Evening Social Event Pass Registrants Receive:

- Access to the Sunday night Welcome Reception, Kickoff to InfoCon!
- Access to the Experience Hall Pub Crawl and VRC Welcome Party, Round Up at the Rustic! on Monday night

To find information about the guest policy, registration substitutions, and any other registration- related questions, see our [Conference FAQs](#).

Meals

The following meals are provided with a **Full Conference** and a **Keynote & Connect** registration:

- Monday, October 14: Lunch in the Experience Hall, 12:45pm – 2:00pm
- Tuesday, October 15: Lunch in the Experience Hall, 12:15pm – 2:00pm
- Wednesday, October 16: Lunch on Level 3, Pick-up and eat in session rooms

All attendees will be able to enjoy appetizers and drinks at the Sunday night Welcome Reception, Kickoff to InfoCon! event and the Experience Hall Pub Crawl and VRC Welcome Party, Round Up at the Rustic! events on Monday night.

Menu details are available in the [Attendee Service Center on the Attendee Resources](#) page.

Caffeine Alert!

Coffee will be available throughout the event. If you need a little more boost in your day, the Starbucks located inside the GRBCC will be open from 7:00am – 3:00pm on all InfoCon event days.

Education

Plan Your Schedule

See the [InfoCon Education Session Agenda online](#) and in the conference app and get an overview of all the education and events at InfoCon so that you can build your schedule with everything you want.

Helpful Tips

Online: Search for sessions by title, room, speaker(s), or education track

App: Use the *MyPlanner* feature to build your personalized agenda and store bookmarked items



KNOW BEFORE YOU GO

Certificates of Attendance for CEUs

Certificates of Attendance will be available in the Attendee Service Center after the event. You will receive an email when they are available for download. Visit the [InfoCon CEU Center](#) page on the conference website for details on pre-approved hours.

Networking Events

ARMA InfoCon is not all work and no play! In addition to offering stellar education, we have planned some exciting networking events that are sure to provide enjoyable breaks from the conference hustle while giving you an opportunity to build lasting relationships with peers.

Welcome Reception - "Kickoff to InfoCon!"

Sunday, October 13

5:30pm - 7:00pm

Experience Hall (Hall E, Level 1)

Get ready to score big at the ARMA InfoCon 2024 at our Kickoff to InfoCon Welcome Reception! Ignite your conference experience in style by donning your favorite sports jersey, shirt or hat, and mingling with fellow professionals who share your passion for records and information management. It's a fantastic opportunity to meet new faces, reunite with colleagues, and exchange ideas in a spirited environment that scores high on excitement and community. This reception promises to be a memorable kickoff to an incredible event, where networking and fun go together. Don't miss out on the chance to show off your team allegiance and make lasting connections in a relaxed and entertaining setting. See you there—game on!

ARMA / ICRM Reception

Sunday, October 13

6:30pm - 7:30pm

General Assembly Foyer (Level 3)

ARMA International and the ICRM are delighted to invite you to an exclusive joint reception on Sunday, October 13th, in conjunction with InfoCon 2024. This prestigious event is exclusively open to current certification holders from ARMA and ICRM, honoring your exemplary commitment and expertise in the field. Additionally, professionals interested in pursuing ARMA or ICRM certifications are warmly encouraged to join us, offering a unique opportunity to network and gain insights from leaders in information governance.



KNOW BEFORE YOU GO

Pre-registration is required to attend this event. If you are already registered and want to add this on, log into the [Attendee Service Center](#) and click on **Edit Your Registration**. Contact ARMA at conference@armaintl.org for assistance.

Experience Hall Pub Crawl

Monday, October 14

4:45pm - 6:00pm

Experience Hall (Hall E, Level 1)

Visit participating Business Partner booths and discuss business over yummy snacks and drinks in this time-honored ARMA InfoCon traditional event.

Welcome Party - Round-Up at the Rustic! sponsored by VRC

Monday, October 14

7:00pm - 10:00pm

[The Rustic - Downtown Houston](#)

Y'all are invited to kick up your heels at the InfoCon 2024 Welcome Rodeo! sponsored by VRC! Join us for an unforgettable evening of rodeo-themed fun. Immerse yourself in the spirit of the Wild West with vibrant music, lively dance, and a taste of Texan hospitality. Enjoy refreshing drinks and indulge in a delicious spread of heavy appetizers as we celebrate the start of an exciting conference. Whether you're a city-slicker or a cowboy at heart, this is the perfect opportunity to network, unwind, and make lasting memories. Don't miss out on the chance to experience a truly Texan welcome on us!

ARMA Connection Central

Start your networking early with ARMA's Connection Central! InfoCon is the premier event to meet the biggest names in Information Governance. We're here to help you meet fellow professionals and connect with business partners to upgrade your networking game. Use ARMA's Connection Central to match with attendees and exhibitors by searching for attendees by shared interest and set up appointments to meet onsite. ARMA Connection Central enables attendees and exhibitors to connect before, during, and after InfoCon.



KNOW BEFORE YOU GO

How to Use Connection Central:

You must log into your [Attendee Service Center](#) using your credentials. Exhibitors must log into the [Exhibitor Service Center](#). Once logged in, you'll find several tabs or sections for different functionalities.

Connect with Fellow Attendees!

The screenshot shows a navigation bar with four tabs: Search, Appointments, Bookmarks, and Time Blocks. Below the tabs, the main content area has a dark blue header with the text "Make Connections with Attendees, Exhibitors, and Speakers!". Below this header, there is a paragraph of text: "Use the Search options to filter through the Attendee and/or the Exhibitor/Sponsor lists. Once you find the person or company you want to connect with, click on the icon under 'Make Appointment' to request an appointment." At the bottom of the content area, there are two buttons: "Attendees" (light blue) and "Exhibitors" (dark blue).

Search: Use this tab to search for other attendees or exhibitors by the following criteria:

- Company Name
- Country/State/City
- First Time Attendee
- Industry
- Level of Experience with RIM/IG
- Corporate Department

Search Attendees or Exhibitors by selecting the appropriate option.

Appointments: This section will show you when you have appointments scheduled. If any exhibitors reach out wanting to connect with you, you can use this tab to confirm appointments with them.

Bookmarks: Think of this like your favorites tab. Use it to save favorite exhibitors for future reference or to schedule appointments with them later.



KNOW BEFORE YOU GO

Time Blocks: You can use this tab to display your availability. Check off times you're in sessions, appointments, or any other times you are not available.

Conference App

We invite you to download and use the ARMA INTERNATIONAL Conferences Mobile App throughout the event! This app will keep you informed of daily updates and happenings, where to go and when to be there, as well as build a personalized agenda and communicate with fellow attendees.

You can download this application by accessing the App Store or Google Play and typing in "ARMA INTERNATIONAL Conferences."



Android Link: <https://play.google.com/store/apps/details?id=com.goeshow.ARMA>
iOS Link: <https://apps.apple.com/us/app/arma-international-conferences/id645022018>

Once downloaded, open the app, and select to allow or not allow notifications and/or share location – allowing notifications is **strongly recommended** as important event reminders and updates will be communicated through notifications.

If you already have the app from a previous ARMA conference, please refresh and you should see InfoCon 2024 visible in the list of Events. If you do not see InfoCon 2024 as an option, reinstalling the app is the best course of action.

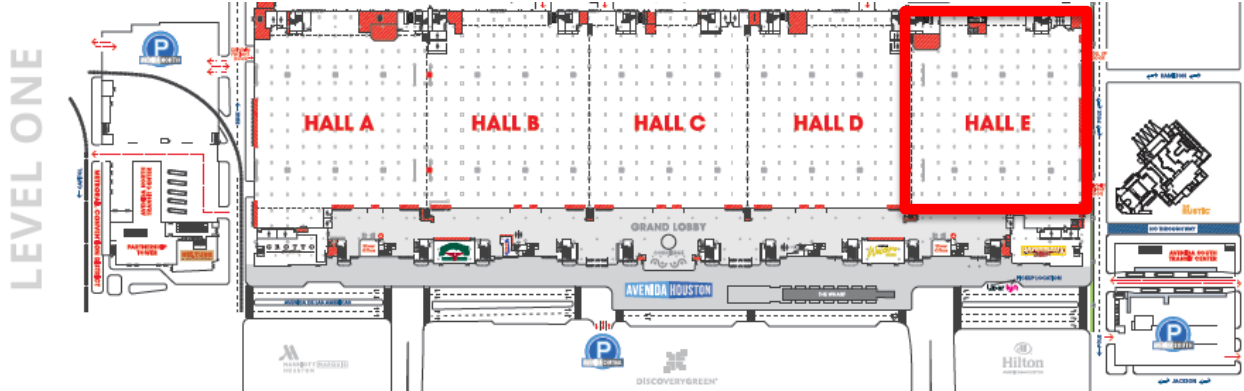
Conference Maps

George R. Brown Convention Center, Level 1

Registration/Expo/Meals: Hall E



KNOW BEFORE YOU GO



George R. Brown Convention Center, Level 3

Keynotes:

General Assembly

Education Rooms:

351 B, 360 E, 361 E, 370 B, 371 B, 381 B

Industry Group Roundtables:

332 E, 342 B





KNOW BEFORE YOU GO

Local Information

Time Zone

Houston is in the Central Time Zone (UTC-05:00)

Weather

October average high: 79 °F / 26 °C

October average low: 63 °F / 17 °C

ARMA International is committed to your health and safety. Please see the following local resources:

Nearest Hospital for Emergencies:

St. Joseph Medical Center (1.1 miles from GRBCC)

1401 St. Joseph Parkway, Houston, TX 77002

713-757-1000 – Main Number

713-757-7557 – Emergency Room

Closest Level 1 Trauma Center Hospitals:

Ben Taub General Hospital (4.3 miles from GRBCC)

1504 Taub Loop, Houston, TX 77030

713-873-2000

Memorial Hermann - Texas Medical Center (4.3 miles from GRBCC)

6411 Fannin Street, Houston, TX 77030

713-704-4000

Other Hospitals:

Methodist Hospital (3.7 miles away from GRB)

6565 Fannin St., Houston, TX 77030

713-790-3311 – main hospital line

713- 441- 1016 – emergency room

Nearest 24-hour Pharmacy:

Walgreens (Hawthorne & Montrose Blvd.)

3317 Montrose Blvd., Houston, TX 77006

713-520-7777



KNOW BEFORE YOU GO

Nearest Pharmacy (not 24 hours):

CVS (0.8 miles from GRBCC)
2410 Polk Street, Houston, TX 77002, Suite 100
832-973-4879
Monday thru Sunday: 7am to 9pm

Nearest Urgent Care (not 24 hours):

MedSpring Urgent Care (1.0 miles from GRBCC)
2707 Milam Street, Houston TX 77006
832-632-7135 – Main Line
Mon-Sun 8:00 am – 8:00 pm

Fire Department:

Houston Fire Department Station 8 (1.1 miles from GRBCC)
1402 Elgin Street, Houston TX 77004
832-394-6700 – Main Line

Police:

HPD Substation
George R. Brown Convention Center
1001 Avenida de las Americas
Houston, TX 77010
832-394-0000 and /or 832-394-0001

Houston Police Department (0.9 miles from GRBCC)

1200 Travis Street Houston, TX 77002
911-Emergency
713-222-3131 – Non emergency police service

Taxi Companies:

Fiesta Cab Company 713-225-2666
Liberty Cab Company 713-695-6700
Lone Star Cab Company 713-444-4444
Yellow Cab Houston 713-236-1111



KNOW BEFORE YOU GO

Dentists:

Dr. Patrick J. McClellan, DDS
910 Louisiana, Ste 190
Houston, TX 77002
713-229-8100

Dr. Charles E. Sutherland, DDS, PA
One Allen Center
500 Dallas, Ste. 70
713-658-9591

Poison Control Center: 1-800-222-1222
www.poisoncontrol.org

Contact

If you have any questions throughout the conference, please email the ARMA International Conference team at Conference@armaintl.org or visit us at Registration during designated hours.

Thank you, and we look forward to welcoming you to ARMA InfoCon soon!