

LABCON 2025

13 – 14 November 2025

IMPORTANT INFORMATION FOR DELEGATES, SPEAKERS, SPONSORS, EXHIBITORS

Prepared 11/11/2025

GENERAL INFORMATION Updated

ALL PERSONS are required to check in at the conference registration desk Level 1, on arrival

NO SATCHEL Please note we will not be providing a bag/satchel to delegates this year, if required BYO

Program Booklet The latest workshop and program changes have been included in the program, **AVAILABLE ON THE LTAV WEBSITE** please ensure you download this onto your device. A mini program only will be included in your registration envelope

Conference website <http://www.ltav.org.au> All conference information is available on the website

Venue Pullman Melbourne On The Park
192 Wellington Parade, East Melbourne

Registration Desk Open Thursday 13 November 2025 7.30am onwards
Friday 14 November 2025 8.00am onwards
LABCON registration desk will be located on Level 1, Pullman Melbourne on The Park

Registration Inclusions **FULL TWO DAY CONFERENCE REGISTRATION includes:** Attendance at all sessions and conference catering on Thursday and Friday
ONE DAY CONFERENCE REGISTRATION includes: Attendance at sessions and conference catering on day of registration only. (Thursday or Friday)

Name Badges IMPORTANT that you wear your name badge at all times whilst at LABCON to ensure only conference delegates access workshops and food being provided.

Registration envelopes The workshops you are registered to attend appear on your registration envelope. Every effort has been made to book you into your preferred workshop however, this is not always possible. **Please only attend sessions for which you have been confirmed.**

Accommodation Pullman Melbourne On The Park
192 Wellington Parade, East Melbourne
CHECK IN: 2.00pm CHECK OUT: 10.00am
All additional expenses (mini bar, car parking etc) need to be paid directly to the hotel on checkout.

How to get to the conference venue

There are 4 ways to get to the conference venue: **SEARCH HERE** **Train:** Melbourne Central to Jolimont Station 6 minutes \$6. **Tram:** from Russell Street /Flinders Street to Pullman Hotel, 5 minutes \$5 **Taxi:** 3 minutes \$8-\$10 **Walk:** 25 minutes

Car Parking – is at your own expense The car park is conveniently located beneath the hotel and accessible via Wellington Parade. The rate is \$35 (cost per exit/or per 24 hours whichever occurs first). Normally the rate is \$55.

CATERING

Conference Catering Lunch will be provided on both Thursday and Friday. Registered Delegates, Speakers and Exhibitors are to select food from the general buffet. There is an all day tea/coffee station to help yourself.

Special Diets Buffet The venue has arranged a separate table for special diets, including vegetarians, gluten free. In addition, there are some delegates who will have a specifically named pre-plated meal. Delegates will be advised with a note in their registration envelope in this regard.

Conference Dinner - Sponsored by MTA Modern Teaching Aids

Thursday 13 Nov 2025 6.00pm – 10.00pm

Grand Ballroom 3, Pullman Melbourne On The Park, 192 Wellington Parade, East Melbourne

If you have pre booked to attend the dinner a ticket is in your registration envelope. if in doubt or no ticket please see staff at the registration desk.

IMPORTANT: Attending the dinner and ordered a special diet a name card will be at the door for you to collect and place in front of you to enable staff to ensure you receive a diet that is suitable for your needs.

SPONSORS & EXHIBITORS

To LABCON SPONSORS & EXHIBITORS many thanks for your continual support it is very much appreciated. Please be prepared to sign or stamp exhibitor passport cards as they visit your display.

If you have a prize for the Exhibitor Draw please leave it with staff at the registration desk.

The venue has arranged a separate table for exhibitors catering which will be available 15 minutes prior to the scheduled break.

SPEAKERS and WORKSHOP ATTENDEES

Speakers

Individual workshop attendance lists have been emailed directly to specific presenters.

Workshop T9 and F59 Leonie Leishman: withdrawn. You have been allocated an alternative workshop.

Workshop T24 and F67 Peter Razos: withdrawn. See registration staff for an alternative workshop.

Session Attendance

We are delighted with the response to registration numbers this year and as such to accommodate the demand, we have needed to increase the number of delegates attending individual workshops. Based on room capacity and room sets your workshop may be twice the size ideally requested. Please check the numbers when lists are emailed to ensure you have sufficient materials for your workshop presentation.

A final list of confirmed attendees for your workshop/s will be included in your registration envelope. Whilst this list may change with last minute additions, we recommend that you do a roll call at the commencement of your session thereby ensuring there is space for those booked. ***Please note that since printing out the lists additional registration have been processed so there may well be additional delegates in your workshop.***

Important additional information

Workshop T4: Climate in YOUR Hands

Workshop F42: Renewable and Non-Renewable Resources.

If you are attending either of these workshops above, please bring along a fully charged laptop for the session. An ipad or phone will not suffice:

Session Rooms

All workshops session rooms are on Level 1 making access easy for all. Signage will be placed outside each of the rooms listing the time and workshop schedule for the day.

For example:

Thursday

BALLROOM 1

T4 11 00am-12.45pm
T16 1.30pm-2.45pm
T25 3.30pm-4.15pm

Friday

BALLROOM 1

F42 10.30am-12.15pm
F59 1.00pm-1.45pm
F64 2.00pm-2.45pm
F70 3.15pm-4.00pm

Audio Visual

Spencer Halse, Event Production Solutions, 0484 629 111 – spencer@eventav.com.au
Spencer has worked with us over the years and has been engaged to provide Audio Visual services for LABCON gain this year.

We recommend that you **BYO** laptop to present at LABCON 2025. There is a HDMI cable, either at the lectern or on the desk, at the front of each room. Should you require an adapter to connect your laptop, or require a clicker to wirelessly advance slides, please let us know and our team will assist.

If you are unable to BYO laptop, please bring your presentation on a USB stick in either Microsoft PowerPoint or Adobe PDF format. We have a few laptops available on the day.

Please note that we **do not** have the capacity to support Apple Keynote presentations, so you will need to use your own device, or convert the file to one of the above formats.

VIDEO:

Please let Spencer know if you are planning on showing a video during your presentation.

Any questions regarding the audio-visual on the day can be directed to Spencer 0484 629 111.

Further Information

Should you require further information please contact
LABCON Conference Secretariat.

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Disclaimer:

The Organisers of the Laboratory Technicians Association of Victoria Inc LABCON 2025 Conference will not accept liability for the damages of any nature sustained by participants or their accompanying persons for loss or damage to their personal property as a result of participating at LABCON or related events.