



## Preliminary Programme

### Thursday 4 April 2019

- Arrival of guests & check-in at the [Hotel Albani](#)
- 13.00-13.30 Start of the workshop programme for clients  
Client Introduction to ICCA at the [Hotel Albani](#) (client's only session)
- 13.30-14.30 Start of the workshop programme for members  
Welcome buffet lunch (light lunch - members & clients)
- 14.30-15.00 Guided transfer to Santa Croce Area
- 15.00-18.00 Educational Activity
- 18.00-18.30 Return to the [Hotel Albani](#)
- 18.30-19.30 Free time
- 19.30-22.00 Networking dinner in Palazzo Vecchio. Private guided tour in Palazzo Vecchio – followed by dinner in Sala d'Arme

### Friday 5 April 2019

- 07.00-08.45 Breakfast at the [Hotel Albani](#)
- 09.00-09.30 Members set up workshop tables at [Fortezza da Basso](#)
- 09.00-09.30 Tour of [Palazzo dei Congressi](#) (clients only)
- 09.30-15.30 Workshop discussion sessions including regular coffee breaks & lunch at [Fortezza da Basso](#)
- 15.30-16.30 Clients Forum/debriefing session
- 15.30-16.30 Members debriefing session
- 16.30-17.30 Walking tours of Fortezza Walls
- 17.30-20.00 Free time
- 20.00-23.00 Farewell dinner at [Helvetia & Bristol Hotel](#)

### Saturday 6 April 2019

- Breakfast at the selected hotel [Hotel Albani](#)
- Departure/Optional city tour for those who choose to stay