

Dear Conference Attendees,

We hope this message finds you well. We are writing to inform you of some important logistical changes regarding the upcoming conference.

New Venue:

The conference will now be held at the **Grand Conference Center, 123 Main St., City, State.** Please update your plans accordingly.

Revised Schedule:

The schedule has changed as follows:

- Registration: 8:00 AM - 9:00 AM
- Opening Keynote: 9:15 AM - 10:00 AM
- Workshops: 10:15 AM - 12:00 PM

Transportation:

Shuttle services will be available from the downtown hotel areas to the new venue. Please look out for signs indicated "Conference Shuttle."

Contact for Queries:

If you have any questions or concerns, please do not hesitate to contact us at info@conference.org.

We appreciate your understanding and look forward to seeing you soon!

Best regards,
The Conference Organizing Committee