

Dear IWG-ADS members,

We are pleased to invite you to the 4<sup>th</sup> meeting of the ADS IWG in London (8<sup>th</sup> – 11<sup>th</sup> October 2024, inclusive). The meeting will be hybrid (both in-person and online).

### **The venue**

The meeting will be held in a University of Warwick facility in the Shard. The address is as follows:

The Shard (floor 17)  
32 London Bridge Street  
London  
SE1 9SG

### **Online meeting details**

The online meeting details will be sent out separately but please do mark your calendars.

### **Meeting registration**

The meeting will be hybrid, but if you are attending in person in London, please register by emailing [Tina.Ruffino@sae.org](mailto:Tina.Ruffino@sae.org) with Renee Crouch ([renee.crouch@warwick.ac.uk](mailto:renee.crouch@warwick.ac.uk)) in copy. Please register by 1<sup>st</sup> October 2024.

### **Letters for travel visas**

If you require a letter of invitation for travel visa purposes, please email [ivs.enquiries@dft.gov.uk](mailto:ivs.enquiries@dft.gov.uk) with the subject heading 'letter of invitation', with Peter Edwards ([peter.edwards@dft.gov.uk](mailto:peter.edwards@dft.gov.uk)) in copy.

Please also separately register your attendance with Tina Ruffino and Renee Crouch in addition to requesting a letter of invitation.

### **Travel options in London**

Transport for London (TfL) has a journey planner on their website:

[Plan a journey - Transport for London \(tfl.gov.uk\)](https://tfl.gov.uk)

This may help you with planning travel between accommodation and the Shard.

TfL also has maps of the tube, rail and bus routes on their website:

[Maps - Transport for London \(tfl.gov.uk\)](https://tfl.gov.uk)

The nearest tube station to the Shard is London Bridge which is serviced by the 'Jubilee' and 'Northern' lines.

If you have any questions, please contact [peter.edwards@dft.gov.uk](mailto:peter.edwards@dft.gov.uk) and [Michael.braisher@dft.gov.uk](mailto:Michael.braisher@dft.gov.uk)