

2025 International ACAC Annual Conference Northeastern University, Boston USA

Guidelines to Hosting an Off-Campus Event

There can be many reasons for your institution or organization to host a social or networking event during the International ACAC Annual Conference. We ask that you follow the guidelines below when considering hosting an event in Boston that corresponds with the dates and location of the International ACAC Conference.

- 1. Refer to the <u>2025 Conference Schedule</u> when planning your event. Please plan events on **Monday, Tuesday, or Wednesday evening** after each day's official events.
 - a. Official Conference programming begins on Tuesday, but many people will arrive in Boston early.
 - b. Please consider having your event begin **after** official conference programming ends on that day.

Monday: 7:00 PM Tuesday: 8:00 PM Wednesday: 9:00 PM Thursday: 11:00 PM

- 2. Consider local laws around <u>public alcohol consumption</u> if your event will offer alcoholic beverages.
- 3. Please consider the location of your event and proximity to campus.

 The campus address is: 360 Huntington Avenue, Boston, MA 02115
- 4. Please inform International ACAC about your event at <u>Events@InternationalACAC.org</u>. Your event details will be kept confidential as the information is for our awareness.