



VIP SCHEDULE

SATURDAY 6 DECEMBER

Time	Details	Location	Notes	Transport
All day	Arrival and registration	At specified VIP Hotel	Please note, room check in from 2pm.	Those arriving into Newcastle Airport or Newcastle train station will be transported to their Hotel. If you require this transfer you will need to notify our office prior to arriving at the games.
5pm – 10pm	ICG committee meeting MEMBERS ONLY	Council Chambers	Committee members only Dinner will be served at this meeting.	A bus will pick up ICG committee members and transport them to and from the chambers. Please be waiting in the foyer of the hotel by 4.15pm
5pm – 7pm	Welcome reception <i>For City Representatives and City Guests</i>	Hotel restaurant	Stand-up finger food	
5pm – till late	Bar open	Hotel restaurant	USER PAY	

SUNDAY 7 DECEMBER

Time	Details	Location	Notes	Transport
6.30am-9.30am	Buffet breakfast	Hotel Restaurant		
7.15am – 9.15am	Technical Meetings	University of Newcastle		For those planning to attend the technical meeting, please be in the foyer of your hotel by 6.45am for transportation to the University.
10am – 2pm	Sports Training	Sports venues	Please see the transport schedule available at the ICG info desk in the foyer	There is a looped bus service running every 25 mins from the VIP hotels to our event hub at Speers point between 8am-2pm daily. You can then get on a looped service taking you to all the sports venues.
11am-1pm	Lunch	Sporting venues	If you are not attending a sporting venue you are responsible to purchase your own lunch	
2pm – 4pm	Mayors reception	Council Chambers		Please be in your hotel foyer by 1.15pm to be transported to the Mayors reception
5pm – 7.30pm	Opening Ceremony	Speers Point Park		You will be transported from the Mayors reception to the opening ceremony at Speers Point Park
7.45pm				You will be transported from the opening ceremony back to your Hotel. Our volunteers will usher you to your buses.
N/A	Dinner	Hotel restaurant or room service	A \$20AUD allowance is added to your room.	
9pm – till late	Bar open	Hotel restaurant	USER PAY	

MONDAY 8 DECEMBER

Time	Details	Location	Notes	Transport information
6.30am – 9.30am	Breakfast	Hotel Restaurant		
9am – 3pm	Sport competitions	Sport venues	Please see the sports and transport schedule available online at www.icg-lakemacquarie2014.com or at the ICG info desk in the foyer	There is a looped bus service running every 25 mins from the VIP hotels to our event hub at Speers point between 8am-3pm daily. You can then get on a looped service taking you to all the sports venues.
9am – 12pm	VIP morning tea and lake cruise	Marmong Point Marina and Lake Macquarie	This is a FREE optional tour <i>Limited numbers</i> Please book at the ICG info desk by Sunday 7 Dec	If you are attending this tour, please be in the hotel foyer by 8.15am
11am – 1pm	Lunch	Sports venues	If you are not attending a sporting venue you are responsible to purchase your own lunch	
5pm – 9pm	Dinner service	Hotel restaurant Please book a time and table with the Hotel reception.	A \$40AUD allowance is added to your room. Anything over this amount will be charged to you on your departure.	
5pm – till late	Bar Open	Hotel restaurant	USER PAY	

TUESDAY 9 DECEMBER

Time	Details	Location	Notes	Transport information
6.30am – 9.30am	Breakfast	Hotel Restaurant	Please note, those attending the winery outing will be served breakfast on the tour.	
9am – 3pm	Sport competitions	Sport venues	Please see the sports and transport schedule available online at www.icg-lakemacquarie2014.com or at the ICG info desk in the foyer	There is a looped bus service running every 20 mins from the VIP hotels to our event hub at Speers point between 9am-3pm daily. You can then get on a looped service taking you to all the sports venues.
8am – 3pm	Hunter Valley Winery Tour	Hunter Valley	This is a USER PAY optional tour and numbers are limited. See details and book at the ICG info desk by Mon 8. COST: CASH \$80AUD per person: Includes: breakfast, wine tasting, chocolate tasting, cheese tasting and transport <i>User pay lunch at Tempus Two winery</i>	If you are attending this tour, please be in the hotel foyer by 7.30am
11am – 1pm	Lunch	Sports venues	If you are not attending a sporting venue you are responsible to purchase your own lunch	
5.30pm – 8.30pm	VIP Function and dinner	Blacksmiths Beach	This event corresponds with the athlete's beach party. You will be in a function room overlooking the beach. Includes 2x drink vouchers and dinner, then a USER PAY CASH BAR	Please be in the Hotel foyer by 5pm to be transported to the function.
9pm – till late	Bar Open	Hotel restaurant	USER PAY	

WEDNESDAY 10 DECEMBER

Time	Details	Location	Notes	Transport information
6.30am – 9.30am	Breakfast	Hotel Restaurant		
9am – 3pm	Sport competitions	Sport venues	Please see the sports and transport schedule available at the ICG info desk in the foyer.	There is a looped bus service running every 20 mins from the VIP hotels to our event hub at Speers point between 9am-3pm daily. You can then get on a looped service taking you to all the sports venues.
11am – 1pm	Lunch	Sports venues	If you are not attending a sporting venue you are responsible to purchase your own lunch	
5pm – 6.30 pm	Dinner, buffet function	Hotel function room	This will be a buffet dinner, served prior to departing for the closing ceremony.	
7.00pm – 9.30pm	Closing Ceremony	University of Newcastle	There will be a VIP area at the closing ceremony with a USER CASH PAY bar.	Please be in the hotel foyer following dinner, at 6.30pm to be transported to the closing ceremony.
9.30pm – till late	Bar Open	Hotel restaurant	USER PAY	

THURSDAY 11 DECEMBER

Time	Details	Location	Notes	Transport
6.30am – 9.30am	Breakfast	Hotel Restaurant		
All day	Departure		Check out of hotel room by 10am	Those departing from Newcastle Airport or Newcastle train station will be transported from their Hotel. All other transfers are the responsibility of the guest