



WELCOME TO The WCA Specialty Logistics Fair 2025

Pre-Conference Information

(Very Important - Please Print This Out!)

The details below contain very important last-minute information which you should print out and use as a checklist and reference for the conference.

NAME BADGES & SECURITY

NAME BADGES MUST BE WORN AT ALL TIMES!
NO BADGE – NO ACCESS !!

(WCAworld takes this policy very seriously and you will NOT be given access to the function venues if you do not have a name badge)



- Name badges apply to ALL functions including the One-on-One Meetings, Cocktail Receptions, Breakout Functions, and the Awards Dinner.
- Name badges are given to delegates during the Onsite Registration only. Do not lose or misplace your name badge! Replacing one will be extremely difficult because all delegates must also be registered with the Marrakech government authorities and issued a specific barcode to be stuck to delegate name badges.



CONFERENCE ID

To facilitate quicker onsite registrations for everyone, please print out your Conference ID and present it to us when you do your onsite registration. It will help all members avoid long queues. Special queues will be set up for members who have printed out their Conference ID, so that they do not need to queue up with members who don't. Using the WCAworld Event App, members can also show their conference ID in QR format to WCAworld staff during the registration.

How to print out your Conference ID:

1. Go to the conference website: <https://wcaslf.com/Wslf2025/info/>
2. Move your mouse cursor towards the lower-left hand side of the webpage banner to where it says 
3. Click on Print Your Conference ID
4. Enter your One-on-One username and password
5. Click 
6. Present to WCAworld staff at the Registration Counter when you do your onsite registration.

Your conference details

Important: In order to allow us to better prepare so that delegates can reister as comfortably and effciantly as possible. WCA have strongly requested that all delegates would print below details and give us at the register desk. We thank you in advance for your corporation.

	[ID#347] Mr. Douglas Archer
	Conference Manager
	WCAworld
	Miami, FL, United States of America
	

Conference ID using QR Code:

1. Download the WCAworld Events App from the Play Store or App Store depending on your mobile device.
2. Open the WCAworld Events App and click on "Join" for WCA Specialty Logistics Fair 2025.
3. Log in with your One-on-One Username and Password.
4. Click on "My QR Code".

ONSITE REGISTRATION

Everyone must do an onsite registration to pick up their conference bags, badge, and other materials. Onsite registration can be done during these times and places:

Date	Time	Venue
Monday, 22 September 2025	14:00 – 19:00	Glass Room
Tuesday, 23 September 2025	09:00 – 21:00	
Wednesday, 24 September 2025	09:00 – 17:00	Orlando B+C Foyer
Thursday, 25 September 2025	09:00 – 17:00	
Friday, 26 September 2025	09:00 – 12:00	

We encourage members to go to the registration counter earlier to do their onsite registration to avoid queuing up in long lines.

AIRPORT GUIDE

Dubrovnik Airport (DBV), also known as Ruđer Bošković Airport, is a relatively small airport located a short distance from Dubrovnik city center. It serves as a gateway to the popular tourist destination and is busiest during the summer months, particularly June to August. The airport offers basic amenities like cafes, a restaurant, souvenir shops, and duty-free shopping.

TRANSPORTATION

- **Taxi/Uber/Private Transfer:**

Taxis, Ubers, and private transfers offer quicker journeys (around 20 minutes) but are more expensive, with prices around €35-€45.

- **Shuttle Bus:**

The Platanus shuttle bus is a convenient option, taking approximately 25 minutes and costing around 10 euros for a single ticket.

- **Direct Bus:**

A direct bus service connects Dubrovnik Airport Bus Station to Dubrovnik Old Town.

WEATHER

September is an excellent time to visit Dubrovnik, offering pleasant weather, fewer crowds, and warm sea temperatures for swimming. Daytime temperatures range from 20-24°C (68-75°F), with cooler evenings. The sea remains warm enough for swimming, and while there might be some rainfall, it's usually brief and won't significantly impact your plans.

MOBILE USAGE

An eSim (embedded SIM) is a great way to stay connected while traveling in Dubrovnik and other parts of Croatia. It allows you to access mobile data without needing a physical SIM card, offering convenience and potentially lower costs than roaming. Several providers offer eSIMs for Croatia, including [Rent 'n Connect](#), [Roamic](#), [Revolut](#), and others.

CONFERENCE AGENDA

Please visit to view the full agenda. <https://wcaslf.com/WSLF2025/info/>

ONE-ON-ONE MEETING SCHEDULER

Note that your One-on-One Meeting Schedule is updated daily to the WCAworld Events App. You do not need to pick up a meeting schedule from the registration counter daily.

Paper versions are no longer offered. The One-on-One meeting scheduler will close for the first time on Tuesday, 23 September 2025 at 21:00 hrs (Croatia (GMT+2)).

Date	Scheduler Operating Hours
Now to September 23, 2025	now - 21:00
September 24, 2025	09:00 - 21:00
September 25, 2025	09:00 - 21:00
September 26, 2025	-

ONE-ON-ONE MEETING FORMS

The following two forms will be available at the Registration Counter and Help Desks during the conference.

One-on-One Communication: Used for sending messages to others during the One-on-One Meetings. If you need to contact someone to cancel, postpone, or set up a meeting with someone urgently then you can fill in one of these forms and WCAworld staff will deliver them to you. However, WCAworld cannot guarantee that you will receive a response.

No Show Record: Please fill in this form if a member does not show up for a prescheduled meeting appointment. Members who continuously miss their meeting appointments will be sent warnings from WCAworld management.

One-on-One Communication Sheet	
Date _____	
<input type="checkbox"/> Cancel a meeting <input type="checkbox"/> Re-schedule	
From	To
ID# : _____	ID# : _____
Name : _____	Name : _____
Company : _____	Company : _____
Meeting Point : <input type="checkbox"/> Registration Counter <input type="checkbox"/> Help Desk 1 <input type="checkbox"/> Help Desk 2 <input type="checkbox"/> Other _____	
Meeting Date : _____ Meeting Time : _____	
Contact Number : _____ Email Address : _____	
Message : _____ _____	
Note : 1. One-on-One Communication Sheets are used for Communicating appointment changes with intended persons on the same day . If you would like to cancel, re-schedule, or make new appointments for the next WYGD, please do this through the conference website Toni Scheuler via your own computer, WCA app or at our business cards. 2. Please note that this is one-way-communication, you might not receive feedback from the receiver. Therefore, no details provided with a business card attached are required. 3. All appointments will be designated to one of the meeting points, but we cannot guarantee the meeting confirmation from our side. 4. Please return this sheet at least 1 hour before the meeting time.	
For Staff Only	
Location of ID# _____	
1st Time : _____	Table No. : _____
1st Time : _____	Table No. : _____
1st Time : _____	Table No. : _____

NO SHOW RECORD	
Your Details	
Name : _____	ID : _____
Company : _____	
No Show Details	
Name : _____	ID : _____
Company : _____	
Date : _____ Meeting Time : _____	
Remarks or Comments: _____ _____ _____	

WCA EVENTS APP

No more queuing to pick up your One-on-One Meeting Schedule! Delegates can search "WCAworld Events" in the Apps Store and Play Store or scan one of the below QR Codes to download the new version of the WCAworldwide Events App.



Features:

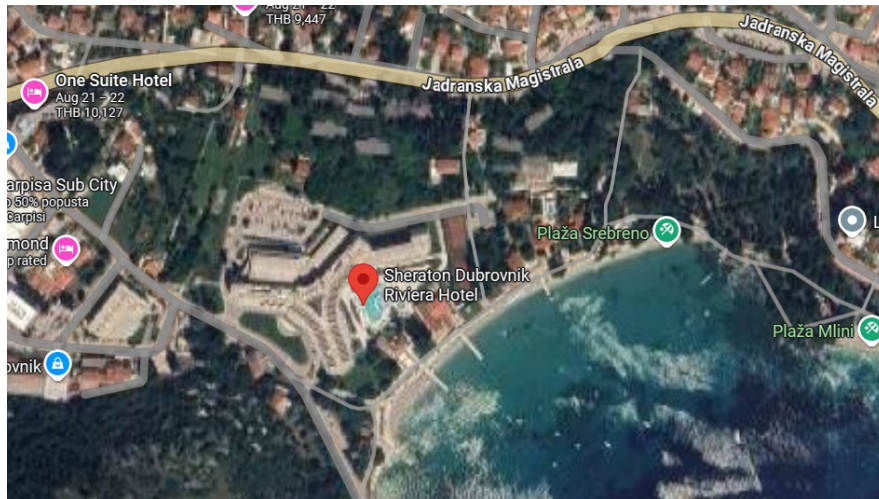
- Schedule One-on-One Meeting Appointments
- View your One-on-One Meetings schedule on the app
- Conduct text chats with other members at the conference venue
- View Attendee profiles
- View Conference Agenda
- View One-on-One Floor Plan
- Emergency Contacts
- Latest Announcements

EVENT LOCATION

Sheraton Dubrovnik Riviera Hotel:

Address: Šetalište Dr. F. Tuđmana 17, 20207, Srebreno, Croatia

Phone: [+385 20 601 500](tel:+38520601500)



AWARDS DINNER & SPONSORS GIFT CEREMONY (September 24)

The Awards Dinner will be held offsite at [Visnjica venue](#) from 19:00 – 22:00 on Wednesday, 24 September 2025. Please refer to the conference agenda for more information on complimentary coach transfers to the dinner venue.

All sponsors will be presented with their gifts on stage during the dinner.

Dress code: Elegant attire or smart casual. These items are not accepted: sports clothing or articles, sports or swimming shorts, sandals for men, flip-flops, caps.



Address: Magistralni put 2, 20000, Dubrovnik, Croatia
Website: <https://www.visnjicadubrovnik.com/>

BROCHURE TABLES / PLACING ITEMS ON MEETING TABLES

- Brochure tables are provided at the conference venue. You can leave your business cards, company brochures, or giveaway items at the brochure tables.
- Please DO NOT place your name cards, brochures, or giveaway items on all the one-one-one meeting tables. Any items found to be placed on tables will be thrown in the trash each morning before the one-one-one meetings start.

WCAWORLD CONTACTS

WCAworld representatives are available 24 hrs. For urgent assistance, please contact us. We will be happy to assist you.

MANAGEMENT STAFF		
Adam Mckenna	General Manager - WCA Perishables, Time Critical and Pharma	+44 7841 516 204
Dan March	Chief Executive Officer	+44 7921 038 568
Leah Mckenna	Manager - WCA Academy	+44 7802 587 344
Mandy Warren	Media Director - World Logistics Media	+44 7736 034 153
OPERATIONS STAFF		
Chayanit (Ant)	International Social Media Specialist	Local Number TBA
Joey Kanchanawat	Assistant Conference Manager	+66 91 801 8484 (WhatsApp only)
Lalita (Giff)	Conference Supervisor	Local Number TBA
Narong (Chop)	Motion Graphic & Video Editor	Local Number TBA

For additional information, please contact conference@wcaslf.com