



# IMPORTANT CONFERENCE GUIDELINES

## AIRPORT SHUTTLE

Arrival Airport: Cancun International Airport (CUN)

The Hotel is approximately 20-30 minutes from the airport.

Transportation options include a pre-arranged airport shuttle (recommended), official airport taxis, private transfer services, or authorized ride-sharing services.

## ATMS / BANKS / CURRENCY

The official currency in Mexico is the Mexican Peso (MXN).

ATMs are available at Cancun International Airport and throughout the Hotel Zone.

Major credit cards are widely accepted, although carrying a small amount of cash is recommended for tips and small purchases.

Currency exchange services are available at the airport, banks, and exchange offices. For the best exchange rates, we recommend using ATMs or authorized exchange services.

## BARS / NIGHTCLUBS / CASINOS

Cancun offers a vibrant nightlife with a wide selection of bars, lounges, nightclubs, and casinos, particularly in the Hotel Zone. Many venues are within a short taxi ride from Secrets The Vine Cancun. We recommend using authorized transportation and carrying a valid photo ID, as it may be required for entry.





## **BUSINESS CARDS**

We hope you remembered to bring your MPL business cards!

Please use them generously throughout the conference to promote the Group.

## **DRESS CODE**

Smart, elegant for the Welcome Cocktail Dinner on the 8th November.

Business casual for conference sessions.

Casual for evening events.

Comfortable footwear, swimming suits, sunscreen, towel, sunglasses, flip-flops and cap for tours.

## **HEALTH CONCERNS**

No special vaccinations are required for travel to Cancun.

We recommend staying hydrated, using sunscreen, and applying insect repellent when spending time outdoors.

## **HOTEL CHECK-IN**

Check-in begins at 3:00 PM. Guests arriving earlier may ask the hotel to store their luggage until their room is available.

## **HOTEL CHECK-OUT**

Check-out is by 12:00 PM (noon). If you require a late check-out, please contact us at [customerservice@marcopololine.com](mailto:customerservice@marcopololine.com) & [sophie@marcopololine.com](mailto:sophie@marcopololine.com)





## MPL SPORTS EVENTS

**Golf Tournament:** the annual MPL Golf Tournament will take place on the morning of the 8th November at Riviera Cancun Golf Club. Transportation, Green Fee, Equipment, Tees and Golf cart are provided, plus lunch at the facility.

**Padel Tournament:** it will take place on the morning of the 8th November at Journey Padel Arena Cancun. Transportation and equipment are provided. Return to the hotel for lunch.

**Pool Volleyball:** this year's new addition! On the 8th November at 4:00 PM in the hotel's pool.

**Football (Soccer):** a friendly match will be held on the 10th November at 5:00 PM on the beach in front of the hotel. No shoes required!

**Beach Volley Tournament:** it will also take place on the 10th November at 5:00 PM on the beach in front of the hotel. No shoes required!

## OFFICE HOURS

Typical business hours in Cancun are 9:00 AM to 6:00 PM, Monday through Friday.

## ONE-TO-ONE APPOINTMENTS

The booking link for OTO appointments will be available on our website well before the event.

These meetings are an important part of the conference, so please book and confirm your appointments in advance. Once confirmed, we kindly ask you to honour your commitment and arrive on time.





## OPTIONAL EXTRA

To celebrate MPL's 20th Anniversary, we've gone all out this year with two unforgettable excursions!

### November 7 – Exclusive Catamaran Cruise to Isla Mujeres

A private catamaran, reserved exclusively for our group, will take us to the beautiful Isla Mujeres. We'll have lunch at a private beach club and spend the day enjoying the Caribbean Sea.

### November 11 – Chichén Itzá, Valladolid & Cenote Tour

A full-day tour will take us to the world-famous Chichén Itzá, followed by a visit to the charming colonial town of Valladolid. The day will end with a refreshing swim in one of the Yucatán's spectacular natural cenotes.

## PROMOTIONAL MATERIAL

Dedicated space will be available in the conference room on November 9th and 10th for displaying your promotional and sales materials.

## SHOPPING

Cancun offers a wide variety of shopping options, from luxury boutiques and shopping malls to local markets and souvenir shops. The Hotel Zone is home to many popular stores. Shopping opportunities include fashion, jewelry, local crafts, and traditional Mexican products.





## SMOKING

Smoking is prohibited inside all premises.

## VISAS FOR MEXICO

Visa requirements for Mexico vary depending on nationality. Please check the entry requirements applicable to your country of citizenship before travelling. If a visa is required, MPL will provide an official invitation letter to support your visa application. A valid passport with at least 6 months of validity is required for entry. Please ensure that all travel documents are valid before departure.

## WEATHER

Average temperatures in Cancun during November range from 24°C to 30°C (75°F to 86°F), with lower humidity compared to the summer months. Occasional short rain showers are possible, but sunny days are typical.

## WI-FI

Free WI-FI is available in all guest rooms, plus the Conference Room.

## CONTACT NUMBER

Sophie +39 335 546 1396

## EMERGENCY NUMBERS

The main emergency number in Mexico is **911** and can be used for police, medical, and fire emergencies.

