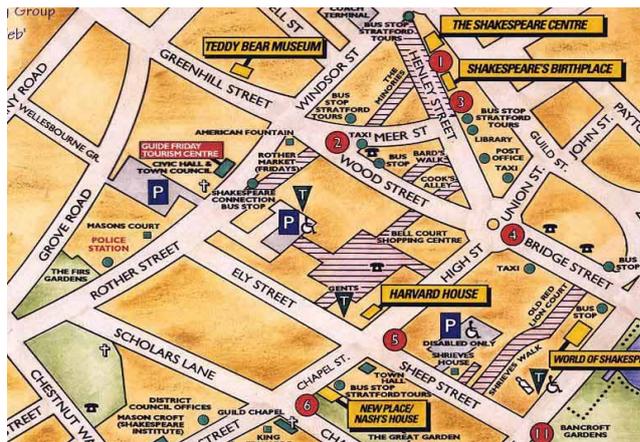
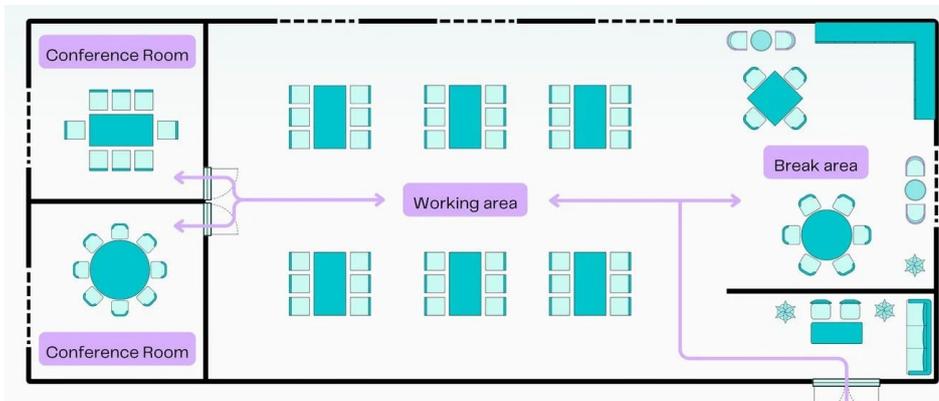


1. **LOCATION** (give indications from the bus station (in Scholars Lane) to the main offices (number 4 in Bridge Street))



2. **MAP OF THE BUILDING** (give indications to get to the conference room)



3. **GENERAL INFORMATION**

- **Welcome Meeting:** 08.00 in the conference room
- **Working hours:** Monday to Friday from 08:00 am to 17.00pm
- **Documents to bring:** ID and driving licence

4. **RULES**



5. **RECOMMENDATIONS**

