Travel Checklist

1. Consider registering with your embassy in the country you are visiting. United States citizens can register on-line through the Smart Traveler Enrollment Program, or STEP, at step.state.gov/step.
2. Passport (Remember to check your passport expiration date! Most countries require that your passport be valid for 6 months AFTER your scheduled return date!)
3. Driver’s License or Other Identification
4. Register with ArriveCAN. All visitors to Canada MUST use the ArriveCAN program unless exempt. You can sign up for ArriveCAN here: https://www.canada.ca/en/border-services-agency/services/arrivecan.html
5. Health Insurance Card or Identification (NOTE: Contact your health insurance provider before traveling to make sure you are covered. Most policies DO NOT provide coverage outside of the country. Travel medical insurance is available for very low cost through numerous sources.)
6. Boarding passes
7. A card listing the location of the nearest embassy or consulate to your destinations
8. NOTE: You should copy or scan the identification pages of your passport prior to traveling. Keep a copy with you, and give a copy to someone you trust at home. This will speed up the replacement process in case your passport is lost or stolen. Additionally, keep a printed hard-copy of your passport identification page in your luggage when traveling, and in your hotel room safe when you are at the conference.
9. If you are taking prescription narcotics or psychotropic drugs, you should have the following:
   • A letter from your doctor stating what medications you are prescribed.
   • A copy of the original prescription.
   • Enough prescription medication to last the entire trip, plus up to 5 days extra in case of delays or loss.
   • Prescription medications should be in the original packaging, with the label attached.
10. People at home who you would want contacted in the event of an emergency. It is a good idea to keep a copy of this list in your passport in case you are ill, injured or otherwise unable to communicate.
11. Contact information for your hotel or lodging at your destination (it is a good idea to obtain and carry a business card from the hotel or lodging).

Stay Safe

We are excited to have you attending the SPR 2022 Annual Meeting in Vancouver, British Columbia! We know that you will find this to be an enriching and fulfilling experience. To ensure the safety and security of our attendees and guests, we have composed the following list of safety tips and guidelines for this conference.

1. When inside the conference venue, nametags should be worn and visibly displayed at all times. You will not be allowed to enter meeting rooms or exhibit areas without them. (Access to the conference is strictly for members and registered conference guests.)
2. For security reasons, we recommend that you DO NOT wear your badge outside of the conference venue. If you lose your badge, please notify registration.
3. Never give your hotel room information to someone you don’t know. Do not open your hotel room door to anyone you don’t know or recognize.
4. Store your electronics, passport, and personal valuable items in your room safe or a hotel lockbox when you are not in your room.
5. If you are exploring, let someone know where you are going, who you will be with, and what time you expect to return. Avoid walking alone to and from the conference venue, especially at night.
6. Please do not leave any bags or articles unsecured in any conference venue, hallways, session rooms, or hotel public areas.
7. Avoid carrying your wallet, passport, or cash in your rear pants pockets. (It is suggested to consider keeping your cash, passport, and wallet separate when outside or exploring.)
8. Avoid counting cash in public, or in publicly displaying where your wallet, cash or passport is stored on your person. (Consider purchasing a RFID shielding cover for your passport.)
9. Leave a copy of your travel itinerary, hotel information, passport, and conference contact information with your emergency contact.
10. Stay vigilant in crowds and while riding public transportation. If you see a disturbance, avoid getting caught in it by retreating, taking a different route, or hailing a taxi/Uber/Lyft. If possible, have a “travel buddy” to help you keep an eye on each other’s belongings.
Stay Healthy
Nothing is worse than getting sick while traveling! Here are some tips that you can do to reduce your chances of catching anything while at the meeting, and to help prevent the spread of illness.

1. Wear a mask! All attendees will be required to wear a mask during meeting functions.
2. Wash your hands often with soap and water! This is one of the most effective ways to stop the spread of germs. You should vigorously wash with soap and hot water for at least 20 seconds. (Sing “Happy Birthday to You” twice!)
3. If water and soap are not available, use an alcohol-based hand sanitizer of at least 75% alcohol.
4. It is perfectly OK to forgo handshaking and hugs in favor of a wave or even an elbow bump!
5. Avoid touching your eyes, nose and mouth. This is one of the most common ways that germs are spread. This is especially important if you have come into contact with someone who might be ill or is displaying cold or flu symptoms.
6. Do not cough or sneeze into your bare hands. Use a tissue then dispose of it! If you don’t have a tissue, cough or sneeze into your elbow. Always wash or sanitize your hands after coughing, sneezing or blowing your nose!
7. Avoid close contact with people who are sick (have a fever or cough). If you think that you might be sick, limit your contact with others to keep from spreading illness. Please stay in your hotel room. If you have a sustained fever, cough, or shortness of breath, please contact our staff via email info@sprweb.org to obtain local medical location information if the hotel is not able to provide this info.
8. It is OK and suggested to use Disinfecting Wipes to clean the surfaces in your hotel room upon arrival. Portable packs are typically available at local pharmacies or plan ahead and bring in your suitcase.
9. If you are traveling from outside of the United States, please consider purchasing a travelers’ medical insurance policy.
10. Please note that our meeting will follow the applicable health and safety guidelines and mandates from the Public Health Agency of Canada (PHAC), the CDC, as well as any applicable regulations of British Columbia, the venue or local government agencies. Visit the SPR website for more information.

LifeLabs, British Columbia (Registration Required)
https://www.lifelabs.com/covidkit/

Rapid Test & Trace, British Columbia
750 Pacific Blvd, Vancouver, BC V6B 5E7
https://rapidtestandtrace.ca/

Thank you for attending the SPR Annual Meeting. We hope you enjoy your experience!