

## General Inquiries

### When and where will the Forum take place?

The in-person Forum will be held on Tuesday, November 12, 2024, from 8AM to 5PM at the Albany Capital Center, 55 Eagle Street, Albany, New York 12207.

### What hotels are located near the Albany Capital Center?

Here is a list of nearby hotels and their distance from the Albany Capital Center:

- Renaissance Albany Hotel (1 block)
- Hilton Albany (0.2 miles)
- Fairfield Inn & Suites Albany Downtown (0.3 miles)
- Hampton Inn & Suites Albany - Downtown (0.4 miles)
- Hyatt Place (0.8 miles)
- Towneplace Suites Albany (1.2 miles)
- Hilton Garden Inn Albany (1.4 miles)

### Is the event in-person, virtual, or hybrid?

The conference will be held in-person only at the Albany Capital Center. This year, there is no virtual or hybrid component of the Forum.

### What should I expect to get out of the MWBE conference?

This year's Forum theme is Solidifying our Future: A Commitment to Expanding Opportunities for MWBEs. It reflects our unwavering commitment to assisting minority and women owned businesses with securing contracting opportunities with the State of New York. Our growing list of programs will address a wide range of topics from small business engagement in mega projects, discretionary opportunities and medium-level projects, capital projects in NYS, insights into projects in the semi-conductor industry, obtaining access to capital and grants and avoiding common pitfalls in process of obtaining NYS MWBE Certification. Attendees will also experience the MWBE Champions Award Luncheon which is a celebration of the New York State MWBE program which recognizes and awards MWBEs and private and public partners for their success and commitments to the MWBE community. And for the first time, we will be hosting Matchmaking at the Forum between MWBEs and select NYS agencies and private firms. All registered MWBEs will receive a link to complete a business profile to express interest in Matchmaking.

### What are the driving directions to the Albany Capital Center?

#### From I-90 West

Take Exit 6A to merge onto I-787 South toward Albany. Take exit 3B toward US-20 West. Continue onto Madison Ave. for 0.6 miles and then turn right onto Eagle Street. The Albany Capital Center will be on your right.

#### From I-90 East

Continue right towards I-87 South. Take exit 23 for I-787/US-9W toward Albany/Rensselaer. Keep left, follow signs for I-787 N. Take Exit 4 towards West 20. Continue to the first light and make a left towards Broadway. Go Straight at the next right onto Broadway. Turn left onto State Street and continue 0.3 miles to turn left onto Eagle Street. The Albany Capital Center will be on your left.

#### From I-87 South

Take Exit 6-7 for NY-7 East toward Troy/Cohoes. Take the I-787 exit towards NY-787/Albany/Cohoes/New York Thruway. Keep right at the fork and follow signs for I-787 South. Take Exit 3B toward U.S.-20 West. Continue onto Madison Avenue for 0.6 miles and then turn right onto Eagle Street. The Albany Capital Center will be on your right.

#### From I-87 North

Take exit 23 to I-787. Take Exit 4 towards West 20. Continue to the first light and make a left towards Broadway. Go straight at the next right onto Broadway. Turn left onto State Street and continue .3 miles to turn left onto Eagle Street. The Albany Capital Center will be on your left.

## Is parking available at the Albany Capital Center?

The Albany Capital Center has a parking garage located at 7 Wendell Street, Albany, NY 12207.

Parking will be extremely limited on the Forum event day with special plates having preference.

Additional parking options that are directly connected to the ACC via enclosed walkways include:

- -MVP Arena (formerly the Times Union Center) Parking Garage located at 100 Beaver Street, Albany, NY 12207
- -Renaissance Albany Parking Garage, located at 49 Howard Street, Albany, NY 12207
- -Empire State Plaza Visitor Parking Lot, located at S Mall Arterial, V Lot, Albany, NY 12207

Metered Parking on nearby streets is also available.

## What is the dress code for the Forum?

Business professional or business casual attire is encouraged.

## Ticket Pricing and Information

### How much are the tickets?

Information on ticket prices is included in the [NYS MWBE Forum registration page on Eventbrite](#).

### Can I purchase a MWBE Forum ticket on site at the Albany Capital Center?

Due to security reasons, there will be no sales at the door. MWBE Forum tickets will only be sold on the [event registration page on Eventbrite](#).

### What forms of payment are accepted?

Individual MWBE Forum tickets will accept credit and debit card payments.

Sponsorship packages will accept credit and debit card payments and checks.

More details are available on the [event registration page on Eventbrite](#).

### What is included in the cost of the ticket?

All participants can expect a wide range of in-person networking, panels sessions with subject matter experts, workshops, matchmaking and the MWBE Champions Awards Luncheon.

Breakfast and lunch will be served at the MWBE Forum.

### What is the Forum's ticket cancellation policy?

Requests to cancel your registration to attend the Forum must be made in writing by email to: [sponsorships@nysmwbeforum.com](mailto:sponsorships@nysmwbeforum.com).

The email must include your name, confirmation number, and date of registration. Please allow several weeks for processing.

Attendee cancellations received after **November 5, 2024** are non-refundable. Please note that there are no exceptions to this policy.

## Sponsorship Packages

### How do I purchase a sponsorship package?

MWBE Forum sponsorship packages are available on the [event registration page on Eventbrite](#).

### What do the sponsorship packages include?

All sponsorship package benefits are listed on the 2024 MWBE Forum Sponsorship Deck. Please visit our [Forum Webpage](#) to view the deck.

### Can I purchase a sponsorship package on the same day of the event?

Sponsorship packages should be purchased before the MWBE Forum to accommodate the benefits included in the package.

### Who can I contact with questions about the sponsorship and exhibitor packages?

For all sponsorship inquiries, please contact [sponsorships@nysmwbeforum.com](mailto:sponsorships@nysmwbeforum.com).