

MADRID

2017 MID-YEAR MEETING
OCT. 21-28

NJSBA

GENERAL INFORMATION

AIRLINES

- Bring your **passport** for check in:
 - Your passport must be valid for 6 months after the dates of travel. Check the expiration date of your passport and make sure it does not expire sooner.
 - Applying for a passport renewal by mail will take up to 8 weeks. Expedited passport renewals by mail cost an additional \$60 in government fees and take 2-3 weeks to be processed.
 - To renew your passport fast, go to a Passport Agency in person or use the services of a passport expediting company.
 - [Click here](#) for more information.
- Please check with your carrier for carry-on luggage regulations.
- Contact your carrier 24 hours before departure to get up to minute flight information.

APP

Be sure to download the NJ State Bar App by following these easy steps:

1. Download and install the NEW **CrowdCompass AttendeeHub** by searching the App Store on iOS devices or the Play Store on Android. (NOTE: If you're using a Blackberry or Windows phone, use the web version of the app found here: <https://event.crowdcompass.com/2017njsbamym> and event password 17njsbamym)
2. Tap 'Open'
3. Tap "Search for Events"
4. Search "njsba" and the Mid-Year Meeting icon will appear
5. Tap "Download"
6. Enter password "17njsbamym"
7. Login and start using the app!

ATTIRE

Welcome and President's receptions: Business Casual

BABYSITTING

Contact the concierge desk for help obtaining child care services.

BREAKFAST

Breakfast is included in your room rate and is available from 7 – 11 a.m. in La Rotonda Restaurant.

CELL PHONES

Madrid is in the Central European Time Zone, 6-hours ahead. Most cell phones are setup to automatically adjust to your current location. Be sure to check your phone's Date and Time settings and select the option to automatically set the date and time by using network-provided values.

If you do not have international calling on your current plan, be sure to contact your service provider to update your plan. Also, note that while the majority of U.S. mobile phones now work overseas, some older models can only be used domestically. To see if your current phone has what it takes to work overseas (or to find out more about roaming prices and plans), check out the following links:

[AT&T International Services](#)
[Sprint International Services](#)
[T-Mobile International Services](#)
[Verizon International Services](#)

DINING

Madrid's food scene showcases a cornucopia of cuisines, cutting-edge style and celebrated chefs who have put the city on par with Europe's most renowned dining capitals. Here are some of our favorite tapas bars and restaurants.

Dining at The Westin Palace

La Rotonda Restaurant

Breakfast: 7 – 11 a.m.

Monday to Saturday: 1 – 11:30 p.m.

SPG members special discount: 10%

Dine under the spectacular stained-glass dome and be inspired by the dynamic energy and historic atmosphere of The Westin Palace, Madrid. Enjoy dishes crafted with locally-sourced ingredients and Spanish techniques.

1912 Museo Bar

11:30 a.m. - 2 a.m.

SPG members special discount: 10%

Join the lively gathering here, where Ernest Hemingway and Salvador Dalí once sipped cocktails. A vibrant and relaxed atmosphere, the bar continues to be a social hub for locals and guests who can choose from a menu of excellent coffees, cocktails, spirits and aperitifs.

Asia Gallery

Lunch: 1:30 – 4:30 p.m.

Dinner: 8:30 – p.m. – 12 a.m.

Awaken the senses with nourishing, flavorful Cantonese cuisine, including ten varieties of southern Chinese dim sum, sautéed lobster with Szechuan pepper, duck with plum sauce and popular Peking duck.

Green T Sushi Bar

Lunch: 1 – 4 p.m.

Dinner: 8 p.m. – 12 a.m.

Unwind and relax while enjoying a fusion of Japanese sushi and Spanish tapas.

Tapas Bars

Estado Puro

NH Hotel Paseo del Prado

Plaza de Canovas del Castillo 4

+34 917 793 036

Cutting edge design and revolutionary tapas combine at this modern hotel bar. Conveniently located opposite the Prado, Estado Puro makes a great venue for a different type of art form -- gastronomic.

Sabores del Mar

Mercado de San Anton

Calle Augusto Figueroa

+34 913 300 730

Located in the San Anton food market, Sabores del Mar stands out among the bars for ultra-fresh seafood tapas.

Taberna Tempranillo

Cava Baja, 38
+34 913 641 532

Enjoy an enormous selection of Spanish wines and traditional tapas at this well-known establishment.

Restaurants

Ana La Santa

Plaza de Santa Ana 14 (Hotel ME)
+34 917 016 013
encompaniadelobos.com/en/ana-la-santa/

Enjoy delicious food in a botanical garden atmosphere. The interior is minimalistic, but the menu is extensive.

Diver XO

C/ Padre Damian, 23
+34 915 700 766
diverxo.com

Three MICHELIN stars

Here's what the MICHELIN Guide has to say: "This restaurant is an exciting and groundbreaking culinary wonderland, and a journey into the highly personal world of this chef. To a backdrop of stunning modern design, enjoy world cuisine that will challenge your palate, intensifying sensations and reaching its apogee in presentation worthy of the finest canvas."

Posada de la Villa

Cava Baja, 9
+34 913 661 860
posadadelavilla.com

This 17th century flour mill was transformed in 1980 to a traditional Spanish restaurant preparing specialty dishes from the Castilla and Madrid regions. The food is delicious and plentiful and the ambience is reminiscent of the great inns of yesteryear.

Ramon Freixa

Calle Claudio Coello, 67
+34 917 810 173
ramonfreixamadrid.com

Two MICHELIN stars

Enjoy stylish, colorful, contemporary cuisine at this two-Michelin-starred restaurant located in Hotel Unico.

Sacha

Calle de Juan Hurtado de Mendoza, 11
+34 913 455 952

Noted for the seafood for which Madrid is famous, this family-run establishment opened in 1972. The owners' son, for whom the restaurant is named, is now at the helm and his fusion of classic bistro and modern culinary styles will delight you, as will the informal atmosphere.

Ten con Ten

C/ Ayala 6
+34 915 759 254
restaurantetenconten.com

This multi-functional space offers several different dining options. Pull up a seat at the large rectangular bar to enjoy tapas, or enjoy dinner in one of the more elegant and comfortable dining areas. Either way, the creative menu and affordable prices are sure to please.

EVENTS

Only those individuals who have paid registration fees for the Mid-Year Meeting will receive tickets to events. All tickets will be distributed at the NJSBA Registration Desk located in the hotel lobby.

Note: The Welcome and President's receptions are included in your registration fee and you must wear your badge and bring your ticket for admittance.

FITNESS AND SPA

The Westin Palace Madrid has a beautiful health and fitness facility on the top floor of the hotel that boasts stimulating views across Madrid. Use your room key to access the 24-hour WestinWORKOUT® Fitness Studio featuring:

- Fitness equipment: weights, mats and bands
- Stationary bikes and treadmills
- Changing rooms for men and women with Westin Heavenly Shower and sauna
- Physiotherapy and beauty treatments available
- Open air deck to relax with a fresh drink

Spa services are also available to you upon request.

INTERNET ACCESS

WiFi is free in guest rooms and public areas throughout the hotel.

LANGUAGE

The official language of Madrid is Spanish, however the city is often filled with tourists so locals are generally able to speak English well.

NJSBA REGISTRATION DESK

The NJSBA Registration Desk will be located in the hotel lobby. Please pick up all materials, tickets and badges here.

Hours of Operation		
	Sunday, Oct. 22	10 a.m.–4 p.m.
	Monday, Oct. 23	8 a.m.–4 p.m.
	Tuesday, Oct. 24	8 a.m.–2 p.m.
	Wednesday, Oct. 25	8 a.m.–12 p.m.
	Thursday, Oct. 26	8 a.m.–12 p.m.
	Friday, Oct. 27	8 a.m.–12 p.m.
	Saturday, Oct. 28	8–10 a.m.

PROGRAMS

All educational programs for the 2017 Mid-Year Meeting are eligible for CLE credit. You may earn up to 10 CLE credits at programs taking place on Monday, Wednesday, and Friday.

[Click here](#) to review the full program schedule online.

Forms will be available at each program and a representative will be on hand to answer any questions.

Program materials will be available online at njsba.com and in the NJSBA Mobile App. All material is sponsored by New Jersey Institute for Continuing Legal Education, a division of the New Jersey State Bar Association.

To access materials online, follow these steps:

1. Log in at njsba.com
2. Under CLE, select Program Materials Library
3. Click on the link for 2017 Mid-Year Meeting

SAFETY

Emergency Assistance: dial 112

Non-emergency Information

Police: dial 091

Fire: dial 112

Medical: dial 112 for the name of the nearest hospital or urgent care center

General Safety Tips

In case of an emergency, listen carefully to the intercom announcements in the hotel, **STAY CALM** and follow instructions. The hotel has identified safe evacuation locations, however they depend on the situation and severity. It's important to listen attentively and quietly to announcements and follow instructions carefully.

Evacuation Safety

- Stay calm and listen to announcements/notifications.
- Do not use elevators or escalators.
- Walk directly to the designated relocation area.
- Wait quietly for further instructions.
- Do not leave the relocation area unless instructed to do so.

Additional Safety Tips

- Always review Emergency Exit Information posted in your hotel room.
- Be alert and aware of your surroundings, particularly in crowded situations.
- Pay attention when making purchases. Never allow yourself to be distracted.
- Avoid placing purses or briefcases on the backs of chairs or on the floor while dining.
- Do not wear name badges outside of meeting venues.

Stay connected with the NJSBA Mobile App.

SHOPPING

Madrid has some of the best shopping in Spain, including fantastic local brands and international designers. Here are some of our favorite shopping areas in the city:

Gran Vía

The area around Gran Vía is one of the liveliest areas of the city center and is great for shopping, dining, or bar crawling. The area features all major Spanish brands, including Zara, Stradivarius, Massimo Dutti and the wonderful department store El Corte Ingles, situated near the Callao square. El Corte Ingles sells a wide range of products, from computers and phones, to hats and shoes, to gourmet food.

Serrano

Serrano is one of the trendiest and expensive neighborhoods of Madrid, where travelers will find luxurious shops located in what were once small palaces. Noted for their striking interior design, many are decorated with shimmering chandeliers and high ceilings. Visitors with smaller bank accounts shouldn't be intimidated, as this area also has many high street brands, including Madrid's biggest Zara, with three floors dedicated just to women's wear, as well as separate sections for children and men.

Las Rozas Village

An outlet shopping center situated on the outskirts of Madrid, Las Rozas Village can be reached by bus—the concierge can advise how to get there. Tourists usually flock here to take advantage of the great deals, as do many Spaniards from the surrounding area. The layout is particularly picturesque, with stores laid out in the style of small Mediterranean houses. Brands such as Burberry, Ralph Lauren, Armani, Ray Ban and Dolce & Gabbana are all available at reduced prices.

SOCIAL MEDIA

Follow us on Twitter @NJStateBar for meeting updates. Join the conversation with #NJSBA.

TEMPERATURE

Average high: Low 70s

Average low: High 40s

TIPPING

Hotel

Tipping is expected at high end hotels. You can tip the concierge between €5 and €10 for exceptional service. Tip housekeeping upfront or by leaving €4 or €5 on the bed each day. Bellmen should be tipped €1 or €2 per bag.

Taxi driver

You do not need to give the taxi driver a tip unless you received a special service.

Restaurants

It's common to tip 10% at full service restaurants, for good service. This is in addition to any service charge that may appear on the bill. Tip in cash.

In cafés, you can leave the small change behind. If the service was particularly good, leaving an extra euro or two is acceptable. Some restaurants may include a service charge, but it's not common practice in Spain. Leave the tip on the table in the tray your bill came in, or give it directly to the waiter. If the service is bad, don't tip.

Tipping is not expected in bars in Spain.

TOURS

[Click here](#) for complete tour descriptions, dates and times. All tours depart from The Westin Palace lobby.

Half-Day Tours

Welcome to Madrid
Tapas Walking Tour
Old Quarter and Royal Palace
Prado Museum
Flamenco Dance Workshop
World of Markets

Full-Day Tours

Toledo
Segovia
El Escorial

TRANSFERS

Travel Distance

Approximately 20 minutes from Adolfo Suárez Madrid-Barajas Airport (MAD)

Taxi Fare

Taxis are available outside all airport terminals for a quick 20-minute drive to the hotel. The standard fare is approximately €30.

Group/Private Transfers

Private and small-group transfers are being arranged. Details will be forwarded next week.