



**IPBA** CHICAGO  
23-26 APRIL **2025**

# YOUR POCKET GUIDE TO **IPBA CHICAGO**



# WELCOME TO CHICAGO!

We warmly welcome you to Chicago and IPBA's 33rd Annual Meeting and Conference. It has been over 15 years since the conference has been held in the United States, and it is the first year that the conference will be held in Chicago!

The conference theme, "Transformation Everywhere All at Once: Business and Law in a Changing World", points to the fact that lawyers with international practices and networks must approach the global challenges that businesses face with foresight, optimism and precision. Embracing these constant changes is critical in today's commercial environment.

# OFFICIAL EVENT VENUE: THE MARRIOTT MARQUIS CHICAGO

## ADDRESS

2121 South Prairie Avenue  
Chicago, Illinois 60616 USA

Note that there are multiple Marriott properties in downtown Chicago. Please ensure your driver knows the conference hotel is the **Marriott Marquis**, which is located near the McCormick Place Convention Center. Additional hotel information is available [here](#).

## GETTING THERE FROM THE AIRPORT

The most direct transportation to and from the airport is via a taxi or rideshare app (Uber or Lyft). Both airports have official taxi stands and designated pick-up sections for rideshare services. You should not accept rides outside of these designated areas.

More information about city transportation is included under the "Getting Around Chicago" section.

# CHICAGO TRAVEL INFORMATION

## TIME ZONES

The time zone is Central Daylight Time.

That is 6 hours behind Greenwich Mean Time (GMT), 1 hour behind New York City (EDT), 1 hour ahead of Mountain Time (MDT), and 2 hours ahead of Los Angeles (PDT). You can use this [converter tool](#) to check your time zone difference.

## CLIMATE

Spring in Chicago means flowers in bloom, warming (although generally cooler) weather, and buzzing activity in our parks and along the lake.

Temperatures in April typically range in the 50s°F (10 – 15°C), while May can reach up to around 70°F (21°C). In the event of rain, rainfall averages 3.5 – 3.8 inches (92 – 94mm).

## ATTENDING THE WELCOME RECEPTION?

If you are attending the baseball game at Wrigley Field, most of the seats will be in the shade. Even on a relatively warm day, shaded seats will likely be quite cool – so we recommend a relatively warm coat and hat.

## CURRENCY

The currency used in Chicago is USD (United States Dollar). Sales tax is added on top of the sticker prices. This tax is currently 10.25% for all sales.

## TIPPING ETIQUETTE

As waitstaff generally live off tips, tipping is not optional. Tips should be withheld only in the case of extremely poor service. Recommended tip amounts are as follows:

- Restaurants / Bars: 15-20%
- Taxi / Ridesharing: 10-15%
- Hotel Staff / Valet Parking: \$2-\$5

Note that certain restaurants may automatically include a tip (~18-20% for larger groups) or service charge (~3%) on your bill. Please check the bill to ensure the tip is not already included. If in doubt, just ask your server.



# TRAVELLING INTO THE UNITED STATES

Two documents are required to enter the United States:

1. Valid Passport
2. Visa or Visa Waiver

You will need to obtain a visitor visa from the U.S. Department of State, unless your country is part of the Visa Waiver Program (VWP). The VWP allows citizens of over 30 participating countries to travel to the United States without a visa for stays of 90 days or less. Find out if you qualify [here](#).

VWP travelers must obtain an approved [Electronic System for Travel Authorization](#) (ETSA) prior to travel. The ETA application is quick and available [online](#), but we recommend applying early to allow time for processing.

If your country is not part of the VWP, there are three visitor visa categories you may apply for:

- B-1: For those entering the U.S. temporarily for business
- B-2: For those visiting for pleasure
- B-1 / B-2: For a combination of both

Citizens of Canada and Bermuda visiting the United States for temporary travel generally do not require a non-immigrant visa.

[Check the latest requirements here.](#)

# GETTING AROUND CHICAGO

## TO THE AIRPORTS

There are two main airports in Chicago:

- Midway International Airport (MDW) - 5700 S Cicero Ave, Chicago, IL 60638
- O'Hare International Airport (ORD) - 10000 West O'Hare Ave, Chicago, IL 60666

Ensure you are going to the correct airport.

Public transportation runs directly between the airport and downtown area via the train and buses. However, a taxi or rideshare app is likely easier and more time-efficient because the conference hotel is not in the center of the downtown area, and many travelers will have large luggage items.

Depending on your flight time, rush hour traffic and ongoing highway construction could cause driving delays into the downtown area.

## EXPLORING THE CITY

The following page includes more information about taxis, rideshares, and public transportation.



## **TAXIS / RIDESHARE**

The easiest way to get around the city is via a taxi or rideshare app (Uber or Lyft). The Marriott Marquis has a taxi stand where taxis are typically waiting to take guests around the city. Most of the downtown neighborhoods are less than a 10-minute car ride from the hotel.

## **PUBLIC TRANSPORTATION**

The Chicago Transit Authority (CTA) is responsible for the city's public train and bus system. CTA's train system is known as the "L" (which was shortened from its initial name as the "elevated" train).

Find out more about using the CTA system [here](#).



# NEIGHBORHOODS

Downtown Chicago is a large city with many different neighborhoods. Outside of the conference venue in the “South Loop” area, consider spending time in the Loop, Streeterville, Lincoln Park, River North, West Loop / Fulton Market, and Gold Coast neighborhoods.

Additionally, the city is very walkable. If you take public transportation or a rideshare to one neighborhood, you can easily walk to another area during your daytime adventures.

If you are considering accommodations aside from the Marriott Marquis Hotel, we recommend contacting the IPBA Events Team at [events@cw3.co](mailto:events@cw3.co) to confirm your accommodations are conveniently located near the conference venue and ensure you can enjoy all that the city has to offer.



# TOUR THE WINDY CITY

If you are interested in the city's history, architecture, food, or art, there are several ways to explore Chicago.

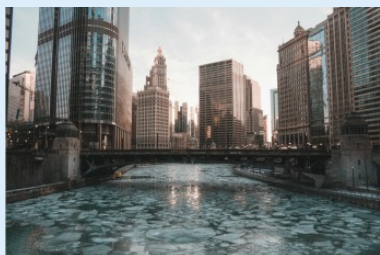
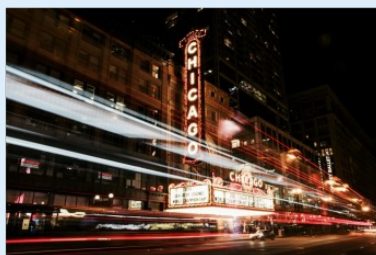
## LOCAL TOURS

Looking to explore Chicago like a local? The [Chicago Greeter](#) program offers free tours that are led by a friendly local “Greeter” and:

- Typically lasts 2-4 hours.
- Can accommodate up to six guests.
- Customizable based on your preferred language and interests

Tours should be booked at least 2 weeks in advance of your arrival. You can schedule a tour [here](#)!

Please also note we will have a tour desk at the conference where you can book additional tours for a fee.



# CityPASS

One of the best ways to see the city is through the CityPASS program. With this program, you can pay a single rate for admission to some of Chicago's most iconic sites.

CityPASS admission is valid for up to 9 days, which means you can use it at your convenience throughout the conference.

Advance reservations may be required.



# HEAD OUT FOR ONE-OF-A-KIND EXPERIENCES

Top picks for memorable experiences in the city:

- **Navy Pier** (Streeterville) – One of the city's most historical sites with the best views of Lake Michigan and the Chicago skyline.
- **Architecture Boat Tours** (The Loop) – Some tours travel through the Chicago river, while others travel onto Lake Michigan for fantastic views of the city. Tours can be reserved at Chicago Architecture Center or Wendella Boats.
- **Starbucks Reserve Roastery** (River North) – This is the world's largest Starbucks Reserve. We love the espresso martini flights!
- **McDonald's Global Menu Restaurant** (West Loop) – Try menu items from all over the world.
- **Lincoln Park Conservatory** (Lincoln Park) – Enjoy the Victorian glass house showcasing exotic plants. Free timed-entry tickets are required.

# HEAD OUT FOR ONE-OF-A-KIND EXPERIENCES

- **Alice & Wonder Hat Bar** (River North) – Visit this local store at 611 North State Street where you can customize hats with Chicago-themed patches.
- **360 Chicago at John Hancock Observatory or Skydeck at Willis Tower** (Gold Coast / The Loop) – See the top of the city's numerous high-rises from these observation decks!



# THEATER

Chicago is a big theater town and shows are constantly on rotation. The following shows will be playing around the time of the conference:

- Moulin Rouge at the Cadillac Palace Theater
- Titanique at the Broadway Playhouse
- Alton Brown at the CIBC Theatre
- Riverdance at the Cadillac Palace Theater

We recommend purchasing tickets in advance.





## LIVE MUSIC

Chicago also has a vibrant and diverse live music scene. A night out can include a show at any of the following:

- Jazz – Jazz Showcase, Winter's Jazz Club, M Lounge, Andy's
- Piano – The Redhead Piano Bar or Howl at the Moon
- Blues – Buddy Guy's Legends

Lyric Opera of Chicago will also have an open house event on April 26 at 11:00am (advance tickets required).

# CONTACTS

## EVENT QUERIES

CW3 Events

[events@cw3.co](mailto:events@cw3.co)

+61 3 9870 2611

## EMERGENCY

Police/Fire Emergency: 9-1-1

## CONSULATES

The city of Chicago is home to more than 80 Consulates/Consuls General offices.

[Find your foreign consulate here.](#)