

Hotel Tips for Attendees

Hotel Check-In

- Make your travel plans with check-in times in mind. Check with your specific hotel regarding their check-in time. Check with the hotel's front desk manager about special arrangements if you must arrive before check-in time or after 6:00 p.m.
- Advisers should check their group into the hotel at one time and secure room assignments and keys. Have a copy of the housing form and hotel confirmation with you when registering. If you are registering as a state group, this may be your state director's responsibility.
- If you are planning to pay your final hotel balance by check, you must submit the full anticipated balance upon check-in. Checks should be made payable to the hotel.
- Outside telephone service will be restricted in rooms not leaving a credit card deposit. Pay movies and room service will be on a cash only basis.

Elevator Etiquette

- Students should be courteous to others in hotel elevators.
- Keep voices at low levels.
- Let people exit elevators before entering.
- Do not push buttons for unnecessary floors.
- Do not over fill the elevators beyond posted capacities.

Adviser Responsibilities

- Advisers are responsible for the behavior and discipline of their students throughout the conference. Students causing disturbance or displaying inappropriate behavior will be asked to leave the conference and the hotel.
- There is a designated in-room curfew each night (refer to your conference program for the specific times). This curfew should be enforced by the advisers and will be strictly enforced by the hotel security. This curfew is for the safety of the students and in respect for other guests staying at the hotel(s).

Safety Tips

- Keep a close eye on your luggage, purse, etc when checking in.
- Check all windows and outside doors to make sure they lock and operate properly.
- Look for information in room about fire safety and locate nearest fire exit. Use stairs instead of elevators in an emergency.
- When you enter your hotel room, make sure the door closes securely and that the deadbolt works. Keep the deadbolt and safety bar on at all time. You should never prop your hotel room door open. Anyone could walk in.
- Don't open the door to your room unless you know who it is.
- Secure any valuables in the in-room safe or the safe at the front desk.
- Report any lost hotel keys to the front desk immediately.
- No rough housing in rooms or hallways.
- Always walk with other people at night.
- If something happens to you or your property, notify the hotel management and your conference adviser immediately.
- Adhere to all curfew times. Keep in mind that there are other hotel guests that are not part of our conference, so please be respectful of their need for rest and quiet.
- Any damages that occur in the hotel rooms are the responsibility of each guest residing in that room.
- Student curfew for each night of the conference will be determined by the arrival of the last bus from that evening's activity. Curfew, meaning student delegates checked into rooms by advisers and quiet - will begin 30 minutes after the last bus has been unloaded. At that time, advisers are responsible to see that their students are in assigned rooms. NASC reserves the right to restrict or remove anyone in violation of curfew from conference activities.