

WELCOME TO UNIT 3

We hope you enjoy your stay!

2400 Durant Avenue Berkeley, CA 94720
(510) 642-5391 | U3Admin@berkeley.edu | After Hours: (510) 610-0794

Our residence halls' front desk office is open daily from 7AM to 11PM. Front desk hours are subject to change and will be posted in the Front desk area. In addition to providing check in and check out services, the desk staff will facilitate lockout assistance, fresh linens, and city/campus directory information. If you need assistance and our front desk is closed, please call our after-hours phone number and our clerk on duty will be available to assist you.

CHECK-OUT

Our residence halls' check-out time is 11AM. Conference residents are expected to turn off lights, lock their room doors, and return room keys/fobs to the Front desk office to check-out. If keys/fobs are not returned, you will be charged a replacement fee. Report any damages and/or lost keys before or time of check-out.

ROOM & ROOMMATE ASSIGNMENT

Room and roommate assignments were made prior to your arrival. The room is arranged to ensure your comfort and we ask that our residents do NOT rearrange the furniture.

KEYS

At check-in, you are provided a key and fob to access our residence halls. The key gives you access to your room. The fob provides access to your assigned residence hall, elevator, and stairway. Lost keys/fobs are a serious security risk, if you lose your keys/fob, you must contact the residence halls' front desk office immediately.

Lost keys are subject to a \$175 replacement fee in a residence halls or a \$200 and up replacement fee for suites/apartments. Lost fobs are subject to a \$50 replacement fee.

LOCK OUTS

Residents are responsible for carrying their keys at all times. If you are locked out during business hours, please come to the front desk office. After hours, contact the clerk on duty. Be prepared to show photo identification.

INTERNET

Complimentary wireless internet (Berkeley Visitor) is available throughout campus. No login or password is required. Connections are limited to basic web browsing and email. Devices are disconnected after 12 hours and require the user to reconnect via the captive portal at that time.

PARKING

Parking is available in the Clark Kerr, Ellsworth, Foothill, and Underhill parking lots. Parking codes are required for all vehicles and they are not transferable or refundable.

DINING SERVICES

Berkeley Dining facilities serve three meals a day and offer a wide variety of hot and cold entrees, vegetarian, vegan alternatives and beverages. Meal cards are not transferable. Contact your conference organizer regarding the meal service schedule.

LAUNDRY

The laundry rooms can be found in select floors, building or front desk central area. Credit card washer and dryers are available to all guests. CSC Pay Mobile app can handle payment, provide laundry status updates, and report any issues with the machine. Guests are responsible for their own laundry.

MAINTENANCE

If you notice that a repair is needed in your room or conference space, please fill out a maintenance request form at your residence halls' front desk office. Our maintenance team will correct/repair the issue as soon as possible.

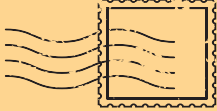
LEARN MORE:
Guest Services Information



MAIL SERVICES

Place outgoing mail in the U.S. Mail slot located at your residence halls’ front desk office. If you receive mail while you are attending a conference, the front desk will notify you. To ensure prompt delivery of incoming mail, the name of your conference group should be clearly marked on the front of the envelope or package and formatted as:

Your Name
Conference Name
Front Desk Address
Residential Hall and Room Number
Berkeley, CA 94720



RESOURCES

Campus Offices	Phone Number
UC Police Department (Non-Emergency)	(510) 642-6760
Summer Conference Housing Office	(510) 642-4444
Campus Visitor Services	(510) 642-5215
UC Berkeley Campus Directory	(510) 642-6000

SCAN HERE:
For a comprehensive map including
all academic, residential, and
administrative buildings



SMOKE & TOBACCO FREE POLICY

The UC Berkeley campus is a Smoke and Tobacco Free environment. The policy prohibits the use of tobacco, smokeless tobacco and unregulated nicotine products (e.g. “e-cigarettes”) in all indoor area (e.g. sleeping rooms, meeting rooms, hallways, lounges, restrooms, balconies, and dining rooms) and outdoor areas owned or leased by UC Berkeley.

CONFERENCE POLICES & GUIDELINES

Your actions affect others; individual/group activities and behavior that may cause physical injury, disturbances or distress to others, or that cause damage or destruction to property are prohibited. In addition, behavior that abuses the dignity of anyone is also prohibited. To make your conference stay an enjoyable one, please familiarize yourself with our policies and code of conduct. Any violation of these policies will not be tolerated and is grounds for immediate dismissal from all University facilities.

LEARN MORE:
Conference Code of Conduct



NOISE LEVEL

The City of Berkeley has quiet hours from 10PM to 7AM, seven days a week. Unreasonable noise is prohibited in all residential facilities, courtyards, and surrounding community areas. Unreasonable noise is any noise that disrupts or potentially disrupts the lives of residents or neighboring community members. Use of amplified sound, which may include subwoofers and musical instruments, in outdoor areas without the permission of Summer Conference Housing is prohibited.

SAFETY & SECURITY

We strive to provide a safe and secure environment in our residence halls. Although we take many precautions to secure our residence halls, our residents are expected to keep exterior building doors closed and locked. We ask our residents to not leave personal items in common areas and not invite strangers into our buildings or their room. Immediately report any suspicious activity to the front desk staff, clerk on duty and/or UC Police Department Non-Emergency at (510) 642-6760.

WARN ME ALERTS

WarnMe is the alert and notification system serving the UC Berkeley community. The system will warn you of situations on or near campus that pose immediate threats to your safety, and will provide instructions for what to do in case of major emergencies. We recommend that our conference residents sign up for campus alerts at WarnMe.Berkeley.edu.

EMERGENCY PREPAREDNESS

Smoke/fire detectors in your room and all common areas immediately alert UCPD and the Berkeley Fire Department and will wake you in the event of a fire. In compliance with the law, residents must vacate the building when the alarm sounds and must use the stairs, not the elevators. Fire extinguishers and fire alarms are located on each residence hall floor.

Emergency exits are located at both ends of the hallways. Evacuation plans and alternate exit locations are posted near the elevators in most buildings. Please familiarize yourself with the locations of the emergency exits and fire extinguishers.

FIRE ALARM

The fire alarm is an intermittent, shrill horn, if the alarm sounds you are **REQUIRED** to leave the building when the alarm rings. The Berkeley Fire Department will check all rooms and will issue fines to those who do not vacate the building.

TELL US HOW
WE ARE DOING:

