

CLARK KERR CAMPUS INFORMATION AND POLICIES

Accommodations

In the residence halls, bedrooms do not have private bathrooms. Instead, each floor has one central bathroom with private toilets, shower stalls and wash basins. Each bathroom will be designated as a single gender bathroom.

All rooms have two single beds. Beds are made prior to arrival with pillow, pillow case, sheets, blanket and bedspread. Two towels, face cloth and bar of soap are provided and a small lamp is placed on each desk. Beds will be made, rooms cleaned and towels changed daily. To welcome guests, a special gift is placed in each room. Common areas and bathrooms in the residence halls will also be cleaned daily. In addition, there are laundry rooms with coin-operated washers and dryers available. Please bring an alarm clock, as there are no wake-up calls provided.

Telephone Service

Telephones with campus and local dialing service (within a 12-mile radius) are provided in each room at no extra charge. Long distance phone calls must be charged to calling cards or major credit cards. Telephones and dialing instructions are provided in each room.

Clark Kerr Campus Front Desk

The Clark Kerr Campus Front Desk is located in the Administration Building (Building 1) and is open daily from 7:00am to 11:00pm. The telephone number is (510) 642-6290 and should be used to relay messages only. The bulletin board in the lobby is used to post messages.

Check-In

Our conference clerk staff, who live on-site, will check in each guest. In addition, they will distribute room keys, meal cards and a welcome letter (sample enclosed) giving guests information on the site at this time. The front desk telephone number, (510) 642-6290, is posted outside of the Administration Building (Building 1) to contact a conference clerk for those guests arriving after 11:00pm.

Check-Out

Please lock your room doors (doors lock automatically) and return your keys to the front desk in the Administration Building by 12:00noon or the check-out time indicated on the meeting profile. There is a \$35.00 per key charge for keys not returned.

Parking

Parking is available in the Southwest and Northwest Lots. Parking permits are required and must be placed on the dashboard of each vehicle. Let us know in advance if you will be needing parking permits.

There is also a dispensing machine located in the Southwest Lot from which individuals may purchase permits on a daily basis for \$5.00 per vehicle. Daily permits expire every morning (including weekends) at 9:00am. Therefore, it is important that daily permits be purchased prior to 9:00am to avoid citations.

Recreation Activities

There is a jogging track, tennis courts and a swimming pool available at the Golden Bear Recreation Center, which is located behind the Clark Kerr Campus.

The Strawberry Canyon Recreational Area, the Recreational Sports Facility (RSF), and the Hearst Gymnasium are located a short distance from the Clark Kerr Campus and are also available to conference guests. Strawberry Canyon has two swimming pools and barbecue areas. The other facilities have swimming pools, weight rooms, handball, squash, racquetball and tennis courts. Facility hours will be posted in each residence hall.

These facilities are available on a fee per entry basis. The entry fee for the swimming pool at the Golden Bear Recreation Center is \$5.00 per person per day. The current daily entry fees for the other facilities are \$5.00 per person at Strawberry Canyon and \$10.00 per person at the Recreational Sports Facility (RSF).

Self-Service Computer Station

A self-service computer station located in the Administration Building (Building 1) will have two MACs, two IBM PCs and a Laserwriter 16/600 printer for guests' use. The computers will have Internet connections for Netscape, Telnet and Eudora. In addition, all four computers will be equipped with Microsoft Office Suite (Excel, Word and Powerpoint) while the IBMs will also have WordPerfect 5.1. The computer station is open daily from 7:00am to 11:00pm, however, there is no support staff to assist guests with software and e-mail problems.

Mail

Guests staying for extended periods may receive incoming mail. Mail is received and distributed at the Clark Kerr Front Desk. Guests receiving mail will be notified by a posting on the message board in the lobby. Mail should be addressed as follows:

Participant's Name
c/o Conference Name
Clark Kerr Campus
2601 Warring Street
Berkeley, CA 94720-2288

Stamped, outgoing mail may be placed in the U.S. Mail slot located at the front desk. Other mailing needs must be handled at the U.S. Post Office.

Smoke Free Policy

The University has a Smoke Free Policy that applies to all facilities owned or leased by the University of California, Berkeley, regardless of location. Smoking is prohibited in any indoor area (e.g., sleeping rooms, meeting rooms, hallways, lounges, restrooms and dining rooms). Smoking is permitted outdoors, except within five feet of building entrances and exits.

Airport Transportation

The campus is approximately 55 minutes from San Francisco International Airport and 30 minutes from Oakland International Airport on either AC Transit or BART. From the San Francisco International Airport (SFO) there is direct bus service to the Clark Kerr Campus and the Hotel Durant, which is approximately five blocks from the Clark Kerr Campus. Please refer to the flyer provided to you for additional information on shuttle services that operate from both the Oakland and San Francisco International Airports to the Clark Kerr Campus. Guests may call directly for reservations and rate information.