

Welcome to Northern Arizona University!

Lodging – The Suites Residence Hall

- 305 E McConnell Drive, Flagstaff, AZ 86011
- 928-523-8622
- The Suites Office Hours: Monday-Friday 9:00am-7:00pm, Saturday 10:00am-7:00pm, Sunday 12:00pm-7:00pm.
- Follow the directional signage to the parking lot.
 - Parking permits are **required** to park on campus. Please be sure to purchase your permit before or upon arrival to campus.
 - Parking violation fees cannot be waived.
- You will need to go around to the front of the building (west facing) to check in. The lobby upstairs on the 2nd level. You may take the stairs or the elevator from the ground level.
- You may check in between the hours of 12:00pm and 7:00pm. After these hours the front desk is closed, and you will need to call this on call number to check in 928-523-8622.
- **CHECK-IN:** Go to the front desk to retrieve your room key and building access card.
 - If you lose your room key, there will be a \$50.00 charge.
 - If you lose your building access card there will be a \$30.00 charge.
 - These charges will be on the master bill so you will need to pay the conference for these charges
 - You may NOT mail these in after you leave to avoid a fee. They must be returned at check out.
- **CHECK-OUT:** Between 3:30pm – 7:00pm Wednesday July 29th
 - If you check out after 7:00pm please call 928-523-8622 for assistance. You must check out with a front office attendant.
- There is laundry available at The Suites by using your credit or debit card. The residence hall does not provide detergent.
- There is a fitness room on the bottom level of the main building that you are free to use with cardio machines and free weights.
- There are pool tables, tv's and video games in the lobby. You may check out equipment at the front desk to use during front desk hours.
- Please have all trash in the bin at check out.
- Please remove anything from your fridge/freezer upon check out.
- You may consume alcoholic beverages in your sleeping room only. And, only if everybody in the room is over the age of 21.
- Your sleeping room will be comfortable and have furniture, linen, towels, a mini fridge and freezer, microwave, ceiling fan, toilet paper, and Wi-Fi. There is no TV, hangers, irons, coffee maker, blow dryers, ice makers, etc. like you will find in a hotel.
- The Suites does not have air conditioning in your sleeping room. If you move the thermostat for a colder temperature, it will blow hot air into your room. However, the public areas are air conditioned.
- The best way to keep your room cool is to open your windows at night and close your windows and blinds during the day.

Meals – The Hot Spot

- The barcode on your badge that you receive at check in will allow you entry into the dining hall.
- Breakfast: 6:45am-9:00am, Lunch will be in your meeting room, Dinner: 4:30pm – 6:30pm. You must be in the door by 6:30pm.
- It is a pleasant 15-20 minute walk to the dining hall from The Suites.
- If you wish, you may drive to the dining hall.
- The dining hall is all you can eat once you enter. You will find a variety of food items to choose from and items are labeled if they are gluten free, vegan, or vegetarian.

Conference – du Bois Center

- The du Bois Center is the building adjacent to The Suites.
- Your general session is in rooms Aspen BC on the main level.
- Snacks and Poster Sessions will be in Aspen A.
- There water fill stations in du Bois to fill water bottles.

Flagstaff, Arizona

- Flagstaff sits at 7,000 feet and the bottom of the San Francisco Peaks.
- Since you are at elevation, it is important to stay hydrated. Please drink lots of water.
- July is monsoon season in Arizona. It is a good idea to pack an umbrella.
- Also, it can be cool at night with temperatures in the 50's. A light jacket can be helpful.

