

STEP PARENTS & GUESTS PROGRAM 14-16 August 2009

Accommodations are available in the residence halls on the UC Davis campus for guests attending the STEP Parents & Guests program. Your accommodations include lodging and meals, Housing space on-campus is limited; timely submission of a reservation form will assure a space. Accommodations are located in **Segundo**, a traditional style residence hall complex located on the north side of campus. All rooms in the residence halls are comfortably designed for double occupancy, including two single beds. Bath facilities are shared by all guests on each floor, and linens are provided upon your arrival. Facilities provide clean, comfortable accommodations that are a basic amenity type of facility and may not be comparable to guest expectations if they plan to stay in a full service hotel or motel.



DINING

Meals are professionally prepared and served platform style in a dining room near you. The menu offers a wide variety of hot and cold entrees, a vegetarian entree, extensive salad and sandwich bars, soups, fresh fruits, desserts and beverages. Guests are welcome to return for additional servings as often as they wish. For those who do not wish to return to the dining room for lunch, grab and go lunches are available from the dining room at no additional charge.

PARKING

Segundo guests should park in Visitor Parking Lot VP25. There is a charge for campus parking each weekday; parking is free on Saturday and Sunday. Permits can be purchased at parking lot permit dispensers. Please contact Transportation and Parking Services at [530] 752-8277 for current rates.

GUARANTEED RESERVATIONS

Reservations will be made on a first come, first served basis and will not be guaranteed if payment is not received by the reservation deadline; rooms will be guaranteed only when full payment is received in advance. All charges must be paid in US currency and drawn on a US bank. Travelers checks, cashiers checks, personal checks, money orders and credit cards will be accepted. Credit card payments may be accepted by fax. Checks must be made payable to UC Regents.

To reserve accommodations, please complete the reservation form and send with full payment to the address noted on the form. After we receive your payment we will mail you a receipt and confirmation of your reservation with detailed instructions for check in and how to obtain your room key and meal card.

CANCELLATIONS

All cancellations for accommodations must be made at least two weeks prior to the first arrival date of the reservation. An administrative service fee of \$25 will be deducted from the refund amount. A refund check will be mailed to the guest approximately two to four weeks after notification. Full payment will be forfeited if cancellation notification is not received at least two weeks prior to the first conference arrival date.

UNIVERSITY & RESIDENCE HALL REGULATIONS

Guests staying in the residence halls are expected to abide by all University & Residence Hall Regulations [www.confhsg.ucdavis.edu/pdf/Regulations.pdf].

The University of California prohibits discrimination against or harassment of any person employed by or seeking employment with the university on the basis of race, color, national origin, religion, sex, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship or status as covered veteran (special disabled veteran, Vietnam era veteran or any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized). The University of California is an affirmative action/equal opportunity employer. Inquiries regarding the university's equal employment opportunity policies may be directed to: Rahim Reed, Associate Executive Vice Chancellor—Campus Community Relations, Offices of the Chancellor and Provost, UC Davis, One Shields Ave., Davis, CA 95616; (530) 752-2071; fax (530) 754-7987; e-mail rreed@ucdavis.edu. Speech or hearing impaired persons may dial (530) 752-7320 (TDD).

Please list all adult and child guests along with their gender. For placement purposes, we ask that you write the age of each child attending.

ADULT GUESTS

Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female

CHILD GUESTS

Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____
Name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Age _____