

Additional Services and Information

Computerized Registration

Conferences and Events utilizes a computerized registration system that is more efficient for both the sponsor and PLU. PLU will make room assignments and enter relevant information directly using a Microsoft Excel spreadsheet. The spreadsheet will be mailed on a diskette or e-mailed to the sponsor.

Recreation

Recreational Options:

- PLU Swimming Pool
- Tennis Courts
- Track/Field
- Outdoor Sand and Volleyball Court
- Outdoor Basketball Courts
- University Gold 9 Hole Course

Voicemail

Each group may be assigned a voicemail box upon request, accessible 24 hours a day. This box may be used for messages that the sponsor can check from any phone on campus, and also from off-campus.

Campus Safety Office

The Campus Safety and Information office is located on the north side of Harstad Hall, which is at the intersection of Park Avenue and Garfield St. (the eastern entrance to campus). The office is staffed 24 hours a day, year round. Campus Safety Officers provide the following services:

- First Aid and CPR
- Grounds and Parking Lot security patrol
- After hours building admits
- Emergency message service
- Coordination of Police, Fire, and Emergency Medical Response
- Jump starts for registered vehicles
- Escort Service
- Information and Referral

Office Phone: 253.535.7441

Emergency Phone: *253.535.7911*

Emergency Locator Service

In the case of a true emergency, we will locate a sponsoring group staff member and relay the message to the staff person. Our emergency locator service can be reached 24 hours a day at: (253) 531-6900.

Parking

No parking permits are required for summer conference guests. Specific parking lots will be designated based upon the dorms the group is staying in.

ADA

PLU Conference Services are committed to ensuring that all your conference guests have easy access to the conference facilities. If any member of your conference group has special needs, please inform the conference services manager.

Campus Policy

The following policy has been established in recognition of Washington State Law and out of a desire to create a living/learning environment consistent with the University goals and mission:

“The use or possession of alcoholic beverages is prohibited on campus and in the residence halls. The University reserves the right to confiscate and dispose of alcoholic beverages and/or containers found on the premises. Intoxicated or disorderly conduct is also prohibited.”