



## IMPORTANT INFORMATION

### Social Media

- Please share your photos and experiences on your social media using **#pccalive**

### Hearts & Minds Bookstore

- Hearts and Minds will be open in the Campus Center (Rooms 2-5). Also, Spirit Descending (Rev. Julie Holm) will be selling stoles there as well.

### Shout-Outs (formerly Speak-Outs)

- Following each plenary, we have 60 second Shout Outs. These one minute announcements can be signed up for on the big note pad in Degenstein and Weber.

### Restrooms

- Weber Chapel has one handicap accessible restroom on the main floor. The remaining restrooms are downstairs. (Degenstein and the workshop buildings have plentiful restrooms as well.)

### First Aid/Medical Emergencies

The following people will be on call if you need medical assistance.

- Friday, June 8, 10:00 a.m. – Saturday 8:00 a.m. - Sue D'heedene (717.377.5928)
- Saturday, June 9, 8:00 a.m. – meeting end – Jean Weidler (717.676.1666)

### Golf Carts

- Golf cart rides will be available for those requiring assistance getting around campus. Information is available at check-in.

### Information about Housing on Campus

For those staying on campus, please bring a pillow. All other linens (and towels) are provided.

**SU's emergency number is 570-372-4354**

### Room Registration

Keys and room registration will be available at 1:00 pm – 6:00 pm on Friday at the table in Degenstein just beyond where you registered. After that, it will be moved down to Mellon lounge until about 6:45 pm. After that time, please go to the Event Management office to pick up your keys. Please keep your key envelope so you can return your keys (in it) into Susquehanna University when you leave.

### Check Out

Check out is 3 pm - 7 pm in Mellon Lounge. If leaving before 3:00 or after 7:00 please go to the Event Management office to return your keys. Please place linens in the pillowcase and set by their suite door. Blankets should be set next to it. Air conditioning should be turned off, windows closed and any trash/recycling properly disposed of. Please check all areas (including drawers, closets, outlets, etc.) for personal items before checking out. (There are reminder signs posted "Before You Leave" throughout the buildings to remind you of these 'to-dos'.)

**Please Note:** *THERE WILL BE CHARGES IF THE KEY AND CARD ARE NOT RETURNED AT THE END OF YOUR STAY.*