

Reservations are being taken for accommodations in [Smith Hall](#), a University residence hall located at 35 N. Park Street, Madison, WI 53715. Rooms are available either as double or single occupancy, all with single/twin beds. Maximum occupancy is two persons per room. Smith Hall will be open to receive guests beginning Monday, June 18 at 12:00 p.m. and will be available until 2:00 p.m. on Friday, June 22.

Sleeping Accommodations and Amenities:

- Bed linens, pillows, towels, washcloths, drinking cups, soap and other amenities are furnished.
- Free high-speed (wired and wireless) Internet and digital TV connections are available in the guest rooms for your electronic devices. Computer cables may be borrowed from the hall desk.
- All rooms are air-conditioned and have a small refrigerator, television and clock radio.
- Rooms will be cleaned, beds made and towels changed daily.
- Floor lounges provide large televisions and comfortable seating to relax and socialize.
- Computers are available for use on the first floor.
- Laundry facilities, vending and ice machines are provided on the first floor.
- All facility areas are smoke-free, including guest rooms. Smoking, including e-cigarettes, is not allowed within 25 feet of any University building.
- No parking is available at the residence halls. Please refer to your program registration materials for information regarding parking arrangements.
- All guests must follow [campus policies](#).

Bathrooms: Each bathroom provides a private shower and changing area and serves two to three guest rooms located immediately adjacent. Men and women will be assigned to separate bathrooms. We recommend that all guests bring a bathrobe, slippers/flip-flops and a case to carry personal items.

Desk Services: Smith Hall is staffed with 24-hour desk service at the main entrance. Guests receiving calls should instruct family and friends to call 608-890-1250 during the conference. Messages will be placed in mailboxes near the hall desk since guest rooms do not have telephones. Irons, ironing boards and recreational equipment are available for check-out on a first-come, first-served basis. Please return after each use, so other guests may use these items. Laundry soap, postage stamps and other items are for sale.

Meals/Rates: [Newell's Deli](#), located on the first floor, will serve breakfast from 6:30-8:30 a.m. daily. The rate for double occupancy is \$47.23/night per person and single occupancy is \$70.48/night per person. Rates include breakfast and 5.5% Wisconsin state sales tax on meals. Please bring the meal ticket issued at check-in to every breakfast.

Reservations: To make a reservation with University Housing, please complete the [online reservation form](#). *Payment must be made in full at the time of reservation. University Housing accepts American Express, Discover, MasterCard, and VISA.* **Reservations for residence hall accommodations are due by Thursday, May 31, 2018.**

Cancellations: Refunds less a \$35 processing fee will be made through **Thursday, June 7, 2018 (11:59 p.m. CST)**. **No refunds will be issued after this date.**

Telephone reservations will not be accepted. If you have questions regarding these accommodations, please contact the University Housing Conference Services Office at 608-262-5576 or conferenceservices@housing.wisc.edu.

Thank you for staying with University Housing!