



GUEST INFORMATION



MURPHY



QUICK CONTACTS

Emergency Assistance	206-296-5911
Department of Public Safety (24/7)	206-296-5990
Event Sales Main Office	206-220-8420
Campion Hall Service Desk	206-296-5600

PHONE INSTRUCTIONS FOR PHONES IN HALLWAY

Calls to campus phones.....Dial last four digits only
Local calls from campus.....Dial 9 + number
Toll-free calls: from campus.....Dial 9 + 1 + toll-free number

SERVICE DESK

Hours: 7 a.m. to 11 p.m.

The assistants at your service desk are here to provide you with information and support. Our staff can help you with:

Additional linens	Local restaurant/shop info
Airport shuttle info	Lost and found
Bus schedules	Laundry information
Directions	Luggage storage
Internet help	Parking information

...and more!

**SEATTLE
UNIVERSITY**

EVENT SALES

EATING ON CAMPUS

You are welcome to pay at the door for meals in our Chartwells operated Cherry Street Market, located in the Student Center. Different stations such as the 206 Grill, Thrive 9 (which avoids the nine largest food allergens) and Puget Pour (coffee!) will be open.

Hours may vary from week to week and will be posted.



SUMMER TEMPERATURES

Seattle is famous for its rain, but visitors are often pleasantly surprised to find that most of our summer days are warm and sunny! Although the average summer temperatures are in the low 70s, at times temperatures can reach upward of 90 degrees. Residence halls and many campus buildings do not have air-conditioning. Each room has a box fan to help keep guests cool. Please do not move the fan from the room.

GUEST CARD

The plastic card that you received at check-in is your Guest Card and it is programmed with door access for your apartment building, the laundry building, the Student Center, and Campion Residence. Hall. Replacement cards may be purchased at your residence hall front desk for a fee of \$25 + tax. To report a lost Guest Card after hours, call Public Safety at 206-296-5990.

FEEDBACK

WE VALUE YOUR FEEDBACK!
LET US KNOW HOW WE ARE DOING ANYTIME
AND BE SURE TO REVIEW US AFTER CHECK OUT!
<https://tinyurl.com/SUguestfeedback>

CHECK-OUT INSTRUCTIONS

- Please check out by 10 a.m.
- Remove all personal belongings from your room
- Return your room key and guest card in the original envelope provided
- There is a \$25 fee plus one night's room charge for late check-out
- There is a \$175 + tax charge for keys not returned to the front desk by the end of the check-out day (including leaving them in the room)
- Short-term luggage storage is available (sorry; we cannot anything hold overnight)
- Take our quick guest survey and let us know how we did!

<https://tinyurl.com/SUguestfeedback>



INTERNET INSTRUCTIONS

Internet access is complimentary: you may use any device to connect to the "SU-visitor" Wi-Fi network on campus.

If you encounter any issues, please contact your residence hall front desk or contact the Seattle University ITS Service Desk at (206) 296-5571 or ServiceDesk@seattleu.edu. Front desk staff and/or ITS Service Desk staff may not always be able to resolve connectivity issues with all devices and therefore services cannot always be guaranteed.

FITNESS CENTER



The Redhawk Center, featuring the Eisinger Fitness Center, is one of the most complete athletic facilities in the Seattle Metro Area, featuring over 180,000 sq. ft. of recreational, fitness, and athletic space. Amenities include free weights, lap pool, basketball and squash courts, a flexible gym space, and dry saunas in both the men's and women's locker rooms. Passes may be purchased at the residence hall front desk; each guest must also sign a waiver to obtain a pass.

Rates: \$5 per day \$20 per week **\$70 all summer**
Hours: Weekdays 9 a.m. to 8 p.m.

CAMPUS STORE



The Seattle University Campus Store is located on the corner of 12th Avenue and East Madison Street in the Madison Building. The Seattle University Campus Store is open the following hours:

Monday – Friday 10 a.m. to 4 p.m.

MORE INFO AND CAMPUS MAP ON REVERSE



OVERNIGHT GUEST INFORMATION: A to Z

ALCOHOL

Only those guests 21 years of age and older are permitted to consume alcoholic beverages in private rooms of residences only. Alcoholic beverages may not be consumed in lounge areas of residence halls or anywhere else outside the residences, except in arranged program events with appropriate permits.

ANIMALS

Animals are generally prohibited in all campus buildings. Exceptions to this general prohibition include animals that qualify as “service animals” under the Americans with Disabilities Act and animals considered “emotional support animals” under the Fair Housing Act. Animals that qualify as “service animals” under the Americans with Disabilities Act are generally allowed in campus buildings. Animals that qualify as “emotional support animals” are generally prohibited from all campus buildings, with the limited exception that they may be allowed in campus residence halls in certain circumstances as a reasonable accommodation for a disability. “Service animals” and “emotional support animals” must meet all requirements for such animals under university policy, including appropriate documentation from a healthcare provider explaining the need for the animal as well as appropriate documentation regarding the animal’s training and health history. Please inquire further with the Front Desk if anyone in your Program plans to bring such an animal on campus.

BUSINESS SERVICES

Supercopy, our on-campus copy service provider, is located on the lower level of the James C. Pigott Pavilion for Leadership and offers full-service copying, mailing (including USPS and FedEx), and bulk printing. Call 206-296-6117 for more information. Supercopy Hours: Monday – Thursday 8 a.m. to 4:30 p.m. Fridays 8 a.m. to 2:45 p.m.

GUEST CARD

Your Guest Card is programmed with residence building and residential floor/elevator access, as well with as a Meal Plan if your group has arranged for it (please refer to your Meal Plan Guide for specifics). Adults who are using campus buildings will have building access programmed as well. Replacement cards may be purchased at your front desk for a fee of \$25 + tax.

HOUSEKEEPING

You will receive service once a week on a pre-arranged schedule, which will be given to you. Sheets/pillowcases/towels and trash/recycling receptacles must be placed outside of your room on the date arranged and a fresh linen packet and toilet paper will be placed outside the door for you. Trash/recycling receptacles that are left outside the door will be emptied.

KEYS

Your room key is exclusive to you and will open your room. Your room key must be returned at check-out in the packet in which it was provided. Failure to return your key to the desk at which it was issued by the end of the official program check-out day will result in a fee of \$175 + tax to change the room lock. Keys left in rooms instead of being returned to the appropriate desk will be listed as “lost” and the fee will be assessed.

QUIET HOURS

Noise levels in rooms, halls, and common spaces must be lowered to a non-disruptive level between 10 p.m. and 7 a.m.

FANS

Residence halls and many campus building do not have air-conditioning. A box fan should be in your room when you check-in. Please contact the front desk if it is not in the room.

LAUNDRY

Bluetooth-operated laundry facilities are available in the basements of Campion and Bellarmine Halls, Chardin Hall, and Xavier Global House. Laundry facilities are now paid using PayRange, a smartphone app (downloadable on the App Store or Google Play) that allows you to connect via Bluetooth to each machine and pay on your phone. If you have any questions about this, please ask the service desk.

LOUNGES

Lounges are located throughout Campion Hall, nd Chardin Hall, and usually have a TV and DVD player. Remote control units can be checked out at the front desk with a valid ID as collateral.

MAIL

Mail is delivered to the residence halls Monday through Friday. Should you wish to receive mail while here, please be sure it is addressed as follows:

Your name
SUM Intern Housing
Seattle University
901 12th Avenue
Seattle, Washington 98122

MARIJUANA

Use and/or possession of marijuana on campus or during any university-sponsored or affiliated activity or program is prohibited.

PARKING

Parking passes are required for all vehicles at all times. Permits for parking can be used in any of the general lots on campus except the Visitor lot on Marion. Permits do allow in and out access. Guests will need to download the PayByPhone app at <https://bit.ly/SUParking> and must purchase a permit prior to exiting their vehicle. Vehicles parked without a valid permit will be cited and fined. SU is not responsible for loss, theft, or damage to vehicles or their contents, or for fines. Vehicles that are parked in non-designated areas will be towed at the owner’s expense.

SMOKING / TOBACCO

The use or sale of tobacco products is prohibited on and within all Seattle University owned, leased, or managed property.

VISITORS

Guests staying on campus are prohibited from having overnight guests. Doing so will result in additional lodging and penalty charges, and visitors will be asked to leave.

WALKING ESCORT

You may request a walking escort up to two blocks off the campus by contacting 206-296-5990, 24 hours per day, seven days per week.

CAMPUS MAP



Campus Buildings and Areas

1103 East Madison Building	1103
1313 East Columbia Building	CLMB
Administration Building	ADMN
Advancement & Alumni Building	ADAL
Arrupe Jesuit Residence	ARRP
Bannan Center Wyckoff Auditorium	BANN
Bellarmine Hall	BELL
Campion Hall Campion Ballroom	CAMP
Casey Building Casey Commons	CASY
Championship Field	CHAF

Chapel of St. Ignatius	CHAP
Chardin Hall	CHDN
Douglas Apartments	DOUG
Fine Arts Building	FINR
Garrand Building	GARR
Harding Building	HRDG
Vi Hilbert Hall Admissions/Enrollment Services	HILB
Hunthausen Hall	HUNT
James Tower (at Swedish Cherry Hill)	JMTW
Kolvenbach House 1217	KV17
Kolvenbach House 1220	KV20
Laundry Building	LDRY
Lee Center for the Arts	CNFA
Lemieux Library & McGoldrick Learning Commons	LEML
Logan Court 819 A,B,C	L19
Logan Court 821 B,C	L21
Loyola Hall	LOYA
Madison Building Campus Store	MADI
Murphy Apartments	ATMA
O'Brien Center	OBRN
Pigott Building Pigott Auditorium	PIGT
Pigott Pavilion for Leadership	PAVL
Redhawk Center	HAWK
Rianna Building	RINA
Seattle University Park Logan Field	SUPK
Sinegal Center for Science & Innovation Oberto Commons	SINE
Student Center LeRoux Conference Center	STCN
Sullivan Hall	SLLH
Xavier Hall	XAVR
Yobi Apartments	YOB1

Parking Areas & Garages

P1 Main Parking Lot / Visitor Parking	E3
P2 Murphy Garage (below apartments) / Visitor Parking	B2
P3 Broadway Garage	D1
P4 10th & East Columbia Lot	C1
P5 10th & East Jefferson Lot	B2
P6 13th & East Cherry Lot	C5
P7 14th & East Jefferson Lot	B6
P8 14th & East Columbia Lot	D5