

GENERAL INFORMATION

Front Desk: 24-Hours

Located: Santa Catalina Hall – South Tower

Phone: (805) 893-7202

Phone Service starts: Saturday, June 22.

Services: Lockouts, courtesy phone for local calls, general guest assistance

WiFi: Complimentary access is available through “UCSB Wireless Web.” For more information, please visit the UCSB visitor’s [page](#).

Parking: Permits required on campus at all times. Permits are only valid in the lot(s) designated. The current campus rate is \$8/day. You will need the vehicle’s license plate number when purchasing your parking permit.

Mail: Mail sent to San Joaquin Villages will be returned to sender. No access to on-site mailboxes for summer guests.

- P.O. Boxes are available for rent on campus at the UCEN. Visit the post office in person at the UCEN (M-F, 9am-4pm) and pay cash or check (no credit cards).
- Amazon Locker located in Isla Vista

Laundry: Free on-site laundry. Access with apartment key. Please bring your own detergent.

Trash: Guests are responsible for taking out trash to trash can/trash rooms on-site in between service days. Staff is only responsible for trash inside trash cans during the service day. Please take out any extra trash and boxes that does not fit in the trash cans provided.

APARTMENTS INCLUDE

Living and Dining Room

- Couch, coffee table, dining table with chairs.
- Lighting may not be adequate for extensive reading. We suggest bringing a reading lamp.

Bedrooms (3) & Linens

- (2) single beds per bedroom, double closet, (2) desks, (2) dressers.
- Some hangers: Please bring extras if required.
- Linen: Sheets, pillowcase, pillow, blanket, towel, and washcloth. We provide (1) blanket/bed.

Standard Linen Service: Fitted sheet placed on bed with regular sheet and blanket folded at foot of bed. Note: Light trash removal (emptying of contents of trash cans only), vacuuming, bathroom cleaning, and linen change will be done once per week.

Kitchen

- Table service for (6) including knives, forks, spoons, cups, plates, and bowls.
- Refrigerator (please empty when you depart)
- Stove/oven and tea kettle
- Dish soap and sponge

Bathrooms (2)

- Soap, shampoo, and shower curtain
- Toilet paper and wastebasket
- Bidets/Bidet attachments are not allowed

APARTMENTS DO NOT INCLUDE

- Phone service, cable service, or television
 - Clocks
 - Cookware, pots, or pans
 - Air conditioning
-

ADULT CONFERENCE REGULATIONS

Thank you for selecting the University of California, Santa Barbara as the site for your summer conference. Please take the time to familiarize yourself with these regulations.

Alcoholic Beverages

- Guests must abide by CA State Laws referring to alcohol use and possession. The minimum drinking age in California is 21 years.
- **Alcohol may not be consumed outdoors, in public areas, or in the dining commons. Alcohol containers must not be visible in any outdoor/public space.**

Bicycles – Bicycles must be stored in designated bicycle racks. Bike tags are required for all summer conference guests and are available at the front desk.

Damage – Guests will be held liable for any damage or theft of University.

Drugs/Narcotics – The possession, use, distribution, manufacturing, cultivation, or sale of illegal drugs/substances or narcotics is prohibited and will be referred directly to the University Police.

Earthquake Evacuation

- If you are inside a building during an earthquake, **STAY THERE.**
- Sit or stand against an inside wall, or take cover under a desk or table.
- Stay away from all glass such as windows and mirrors.
- When the earthquake stops, leave the building and remain outside, keeping away from all buildings and power lines.

Fire Safety

- It is a crime to tamper/interfere with fire alarm pull stations, smoke and heat detectors, fire extinguishers, fire hoses, "EXIT" signs, and all lights.
- It is a crime to possess, store, or use fireworks in Santa Barbara County.
- Burning candles, barbecues, sternos, incense or any open flames are not allowed in University housing.
- Storage or use of any flammable liquid is not allowed.
- Bonfires are prohibited.
- If building alarm rings, evacuate the building.
- Upon discovery of a fire, remove all persons from the room, if safe to do so shut the door tightly and if available, pull the fire alarm. Always call 911.
- Every fire alarm is treated as an emergency. California State Fire Marshal requires all persons to evacuate a building upon activation of the fire alarm.

Furniture

- Fees charged for any furniture left outdoors, damaged, or not returned to its original location.
- Public area furnishings (from community centers, etc.) may NOT be moved into resident rooms.
- All furniture should be returned to its original location before checkout.
- Furniture may not be removed from the property for any reason. It may not be used outdoors.
- Bidets/bidet attachments are not allowed

Linen – Do not remove any linen for use at the beach or anywhere outside of the building. A fee will be assessed for any damaged items.

Lost and Found – The University is not responsible for any lost or stolen items. Please check your room carefully for all personal belongings before checking out.

Pets – Pets are not allowed in any University residence, classroom, or other campus facility by California State Law. The only exceptions are service animals.

UC SANTA BARBARA
**Conference &
Hospitality Services**

Security & Safety Tips – The Sponsoring Organization and the individual will be subject to legal action, from the University and/or civil authorities, for any violation of safety and security regulations that jeopardize the safety of others.

- All exterior doors remain locked 24 hours a day. Guests should carry their keys with them at all times.
- Always LOCK your doors and windows when you are away from your bedroom.
- Please report suspicious incidents to our police at (805) 893-3446 (or dial 911 for emergency services).
- The use of ledges and roofs for any purpose and the scaling of exterior walls are strictly prohibited.
- Throwing, dropping, or allowing any object to fall from a University residence hall window is strictly prohibited.
- Removal of window screens is not allowed, and conference guests will be charged for any removed or damaged screens.
- For the safety of pedestrians and bicyclists, you should **never walk** on the campus bicycle paths.

Signage – Signage is strictly regulated on campus property. Please work with your conference organizer to contact Conference & Hospitality Services if special signage is needed.

Smoking – UC Santa Barbara is a smoke and tobacco free campus. Smoking, the use of smokeless tobacco products, e-cigarettes, and unregulated products will not be allowed on UC-owned or leased properties.

State Laws – All laws of the State of California apply to this campus and are enforced by the University.

Theft/Misuse of Property – Theft, tampering, or misuse of personal or University property (e.g. recreation equipment, vending machines, etc.) is unlawful and prohibited.

NSF Funds – The **National Science Foundation** requires that when a University receives NSF funds to sponsor an event or will receive an NSF reimbursement to cover an event, information must be disseminated to all attendees about campus policies on sexual and other forms of harassment or discrimination, as well as procedures for reporting violations that may occur during the conference. Please distribute [this linked notice](#) to all attendees. For more information about this new requirement, please click [here](#).

APARTMENT REGULATIONS

We are pleased that you will be staying in UC Santa Barbara apartments for your summer conference. Please take the time to familiarize yourself with these Apartment Regulations.

Serious violations may result in an individual being asked to vacate the apartments. The Sponsoring Organization and the individual may be subject to legal action from the University and/or civil authorities for any violation of safety and security regulations that jeopardize the safety of themselves and/or others.

NSF Funds – The **National Science Foundation** requires that when a University receives NSF funds to sponsor an event or will receive an NSF reimbursement to cover an event, information must be disseminated to all attendees about campus policies on sexual and other forms of harassment or discrimination, as well as procedures for reporting violations that may occur during the conference. Please distribute [this linked notice](#) to all attendees. For more information about this new requirement, please click [here](#).

Alcoholic Beverages: Guests must abide by CA State Laws referring to alcohol use and possession. The minimum drinking age in California is 21 years. **Alcohol may not be consumed outdoors, in public areas, or in the dining commons. Alcohol containers must not be visible in any outdoor/public space.**

Bicycles: Bicycles must be stored in designated bicycle racks, inside apartment, or on balcony/patio.

Courtesy/Quiet Hours: Even during summer, academic students/families reside nearby apartments. We encourage a respectful and courteous academic atmosphere for all.

- **Quiet Hours** Sunday – Thursday: 10:00pm–7:00am Friday – Saturday: 11:00pm–7:00am

Drugs/Narcotics: The possession, use, distribution, manufacturing, cultivation, or sale of illegal drugs/substances or narcotics is prohibited and will be referred directly to the University Police.

Damage: Guests will be held liable for any damage or theft of University property.

Entry: University personnel designated to perform such duties as cleaning, inventory, repairs, and emergency service, may enter any apartment or room to perform their duties. When practicable such personnel shall give prior notification to the occupants of the room of intended entry.

Earthquake Evacuation

- If you are inside a building during an earthquake, STAY THERE.
- Sit or stand against an inside wall, or take cover under a desk or table.
- Stay away from all glass such as windows and mirrors.
- When the earthquake stops, leave the building and remain outside, keeping away from all buildings and power lines.

Fire Safety

- It is a crime to tamper/interfere with fire alarm pull stations, smoke and heat detectors, fire extinguishers, fire hoses, "EXIT" signs, and all lights.
- It is a crime to possess, store, or use fireworks in Santa Barbara County.
- Burning candles, barbecues, sternos, incense or any open flames are not allowed in University housing.
- Storage or use of any flammable liquid is not allowed.
- Bonfires are prohibited.
- If building alarm rings, evacuate the building.
- Upon discovery of a fire, remove all persons from the room, if safe to do so shut the door tightly and if available, pull the fire alarm. Always call 911.
- Every fire alarm is treated as an emergency. California State Fire Marshal requires all persons to evacuate a building upon activation of the fire alarm.

Conference & Hospitality Services

Furniture

- Fees charged for any furniture left outdoors, damaged, or not returned to its original location.
- Public area furnishings (from community centers, etc.) may NOT be moved into apartments.
- All furniture should be returned to its original location before checkout.
- Furniture may not be removed from the property for any reason. It may not be used outdoors.
- Bidets/bidet attachments are not allowed.

Grills: A few outdoor grills exist at the apartments. If you elect to use one, please note that you must stay with the grill once it is lit. You are responsible for clean-up. NOTE: Santa Barbara is a high fire risk area.

Linens: Do not remove any linen for use at the beach or anywhere outside of the building. A fee will be assessed for any damaged items.

Lost and Found: The University is not responsible for any lost or stolen items. Please check your apartment carefully for all personal belongings before checking out.

Move-Out/Apartment Condition/Excessive Cleaning: If lost, a fee of \$10.00 the apartment key and \$50.00 for the bedroom key will be assessed. Apartments should be left in the same condition as when they moved in. **A fee will be assessed for any excessive cleaning of the apartment beyond normal wear and tear.** (ex. trash that exceeds the trash containers)

Pets: Pets are not allowed in any University residence, classroom, or other campus facility by California State Law. The only exceptions are service animals.

Pests/Insects: To discourage pests (including ants and mice) we request your best efforts to maintain a clean and sanitary apartment, especially the kitchen and food storage areas. If you should see any signs of pests, please notify the front desk as soon as possible.

Security & Safety Tips

- The UCSB Community Service Organization (CSO), in conjunction with our UCSB Police Department, serves our community with regular patrols. CSO's wear distinctive yellow and blue clothing. Should you wish to avoid walking at night, they provide escort service as well; Phone: (805) 893-2000.
- Always LOCK your doors (including patio/balcony) and windows (bedrooms, bathrooms, kitchen) when you are away from your apartment.
- Please report suspicious incidents to our police at (805) 893-3446 (or dial 911 for emergency services).
- The use of ledges and roofs for any purpose and the scaling of exterior walls are strictly prohibited.
- Throwing, dropping, or allowing any object to fall from a University residence hall window is strictly prohibited.
- Removal of window screens is not allowed, and conference guests will be charged for any removed or damaged screens.
- For the safety of pedestrians and bicyclists, you should **never walk** on the campus bicycle paths.

Signage: Signage is strictly regulated on campus property. Please work with your conference organizer to contact Conference & Hospitality Services if special signage is needed.

Smoking: UC Santa Barbara is a smoke and tobacco free campus. Smoking, the use of smokeless tobacco products, e-cigarettes, and unregulated products will not be allowed on UC-owned or leased properties.

Staff Directions/Authority: Residents and visitors must follow the directions of University staff at all times regarding University policies.

State Laws: All laws of the State of California apply to this campus and are enforced by the University.

Theft/Misuse of Property: Theft, tampering, or misuse of personal or University property (e.g. recreation equipment, vending machines, etc.) is unlawful and prohibited.

Visitors: Conference participants will be responsible for their guests and their guests' actions on UCSB property.