



DIVISION OF
UNIVERSITY HOUSING
University of Wisconsin-Madison

WI IPS Annual Learning Collaborative Residence Hall Accommodations: June 11-13, 2017

Reservations are being taken for accommodations in [Chadbourne Hall](#), a University residence hall located at 420 North Park Street, Madison, WI 53706. Rooms are available either as double or single occupancy, all with single/twin beds. Maximum occupancy is two persons per room. Chadbourne Hall will be open to receive guests beginning Sunday, June 11 at 12:00 p.m. and will be available until 12:00 p.m. on Tuesday, June 13. No late check-outs are available.

Sleeping Accommodations and Amenities:

- Bed linens, pillows, blankets, 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. Coffee and tea service will be available on the first floor.
- Computers are available for use on the lower level.
- Laundry facilities, vending and ice machines are provided on the lower level.
- 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: Guest rooms do not have private bathrooms, so three shared single-gender bathrooms are located on each floor with private shower and changing areas. 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: Chadbourne Hall is staffed with 24-hour desk service at the main entrance. Guests receiving calls should instruct family and friends to call 608-262-2688 during the conference. Messages will be placed in mailboxes near the hall desk as there are no in-room phones. 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.

Housing Rates: The rate for single occupancy is \$61.50/night per person and double occupancy is \$39.00/night per person. *Payment must be made in full at the time of reservation. University Housing accepts American Express, Discover, MasterCard, and VISA.*

Reservations: To make a reservation with University Housing, please complete the [online reservation form](#). Each person staying in Chadbourne Residence Hall must make an online reservation before the deadline. **Reservations for residence hall accommodations are due by Monday, May 29.**

Cancellations: Refunds less a \$35 processing fee will be made through **Friday, June 2, 2017 (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!