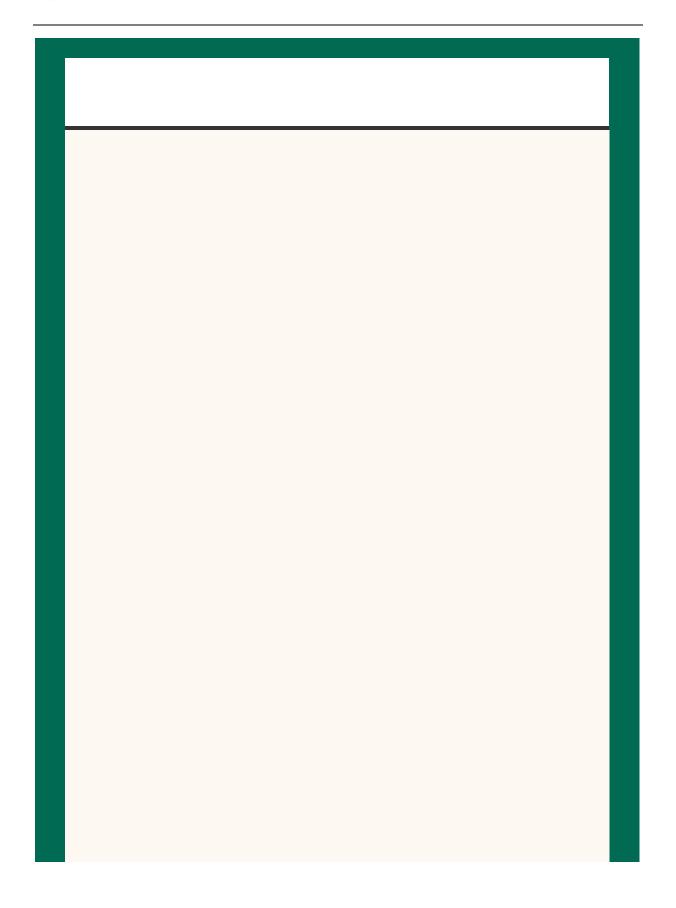
From: To: Subject:



carefully and notify us immediately if there are any discrepancies or changes.

You will receive an email from The Surrey Inn up to 48 hours prior to your arrival that will contain an access code for the Surrey front door and for your room. This code is used in place of a traditional room key, so please be sure to save a copy of the email to your mobile device and/or print the email to bring with you. The code will be active after 3:00 pm on your arrival date and will expire at 11:00 am on your departure date.

The Surrey Inn is staffed Monday through Friday, during normal business hours (9:00am - 4:00pm) you may contact <u>surrey@skidmore.ed</u> 18-580-8270, or the building housekeeping staff may help you with directions and campus information. After hours, or in event of any emergency, Campus Safety 518-580-5567 can assist you.

You can find a map of the Skidmore campus here: <u>http://www.skidmore.edu/directions/docs/SkidmoreMap3D.pdf</u>

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