

2025 CONFERENCE & EVENT SERVICES GUEST RESOURCES

New Residence Hall Service Center

- Hours of operation: 7 AM – 9 PM daily (including weekends and holidays)
- 24/7 on call number: 541-346-9114

Check In & Check Out

Your check in will be at New Residence Hall Service Center from 4pm to 9pm.

- If checking in outside of service center hours, call 541-346-9114 to have a staff member meet you and provide you with your keys.
 - You will be provided with a room key fob and exterior access card. The room key fob will provide you access to your assigned room and the exterior access card will provide you access into your residence hall building.
 - If you are locked out or lose your key(s), you will need to go to the New Residence Hall Service Center or call the 24/7 on call number (541-346-9114).

You must check out by noon on your day of departure. To check out, return your keys to the staff at the New Residence Hall Service Center.

- For check outs outside of the service center hours, please leave your keys inside your room on the desk.

Accommodations

Your bed will be made upon arrival. You'll also be provided with a towel and washcloth. Guests staying longer than five nights will receive linen refresh service once a week. You can also request extra towels/washcloths/linens in-between a refresh at the New Residence Hall Service Center

Dining

The hours for our all you care to eat dining facility are as follows:

- Breakfast: 7 AM – 10 AM
- Lunch: 11 AM – 2 PM
- Dinner: 5 PM – 8 PM

If your conference stay includes meals, you will receive a meal card upon check in. Otherwise, our dining venue accepts card payments.

Mailing Address and Instructions

- Your name (first and last)
- Your conference
- 1410 Agate Street, Eugene OR 97403

Laundry

Laundry machines (washer & dryer) are in each building and can be accessed using a mobile app (CSCPay), credit card, cash, or via a laundry card (available for purchase at the New Residence Hall Service Center).

- Washer is \$1.50
- Dryer is free

Detergent is purchased by the student/guest and is not provided by University Housing or Conference Services. Laundry items and other toiletries are available for purchase at Agate Street Market located inside of PNW Dining.

WiFi

As a guest on campus, you will be able to log in and use the “UO Guest” wifi. This does not require any additional log in or account set up.

- If you have a Duck ID, you will have the option to use “UO Guest” or “UO Secure” wifi.

Parking

If your organization is providing parking or if you are interested in directly purchasing parking, please use the following QR Code to access the Housing Parking Request Form.



Daytime Parking Only Permits

- One-day permit, valid for one day and not valid for overnight parking, \$8.00.
- 30-day permit, valid only during event dates, up to a 30-day period, and not valid overnight, \$54.00.

Daytime and Overnight Parking Permits

- 3-day/2-night permit, 7:00am/day 1 - 6:00pm/day 3, \$28.00.
- 7-day/6-night permit, 7:00am/day 1 - 6:00pm/day 7, \$45.00.
- 30-day permit, valid 24 hours a day only during event dates, up to a 30-day period, and valid daytime and overnight, \$80.00.

Garage Parking

- 13th Ave Garage Validations, valid for one day and not valid for overnight parking, **\$8.00.**