

Dear Coaches and Chaperones,

Welcome to the Downeast Regatta! We are looking forward to this upcoming weekend and seeing you all here in Castine.

There are a few things we would like to bring to your attention during your stay. As you know housing will be in the Curtis Hall on the campus of Maine Maritime Academy. **THERE ARE NO BED LINENS OR TOWELS. BRING YOUR OWN.**

There is parking in a lot off Tarratine Street, located behind Curtis Hall. There will be signs on the local streets helping you to find the lot. Once you park your car, you will have to check in at the front of the hall. There will be signs leading you to the entry.

A registration table will be in the lobby of Curtis Hall. All Coaches and Chaperones will be given dorm room keys and passes along with room assignments. Conference Services will be at the table from 7pm until 11pm to assist you in checking in. **If you have questions or need help finding the dorms you can call Conferences at 207-702-5062 or 207-326-2284.**

**If a room key is lost, MMA charges \$30 for a replacement.** If a key gets locked in a room, coaches or chaperones can call the front desk at 326-2284. They will have a master key. If there is an immediate **emergency call 326-2479** or can you pick up the phone right outside of Room 210 that goes directly to safety.

All teams will be housed in dorm rooms on the 2nd floor. **Chaperones and Coaches are responsible for the location and behavior of all students at all times.** There is a 10pm lights out rule in the evenings and coaches and chaperones must have all their sailors in their assigned rooms at that time. For teams arriving on Saturday morning, you can meet us at the waterfront to register for your rooms and pick up your keys.

Check out is 8:30am Sunday morning No exceptions. Please bring your keys down to the front of Curtis Hall to the registration desk. Conferences will be at the check-out table until 8:30am. All the keys must be returned or paid for at check out. All rooms must be left in good clean condition. Leave no trash. There are large trash cans in the laundry room. If the cleaning crew finds trash in your room, there will be an additional \$25 cleaning fee.

You will receive your pre-ordered Downeast Regatta t-shirt at sailing registration on Saturday morning.

We cannot be responsible for dietary restrictions. Our staff will provide a good variety of food for breakfast and lunch and there will be vegetarian options, however, if there are food allergies or restrictions, you must bring your own food.

Thank you all so much for being a part of this great regatta! Enjoy your stay on the MMA campus and have a fun weekend!