## **General Information**

- The Youth & Government office is headquartered on the first floor of the Desmond (Room 115). Information on the program schedule and assistance can be obtained here during the conference or in the adult advisor room in the Capitol.
- Badges must be worn and visible at all scheduled activities during the conference.
- Please respect the chambers and representatives desks. No gum, food, or water is ever
  acceptable in the State chamber or any meeting room. Pick-up any paper when seen. Push
  in your chair upon departure. Do not disturb or move any papers around the
  representatives desks you will note there are bills piled under these desks, be attentive
  and careful!
- Participants are <u>not allowed</u> to leave the hotel premises or secure area of the Capitol at any time during the conference, accept for scheduled departures on YMCA buses to the Capitol.
- Please retain your respect and patience for all security measures that have been implemented at the Capitol, they are for the protection of all of us who visit this very public facility.
- The "Code of Conduct" as printed in this program guide, is considered binding on all participants (teens & adults) and participants will be held accountable for any infractions.
- Our meeting room arrangements at the Desmond hotel are always tentative. If there are any changes in the room assignments, they will be announced during the weekend.
- Adult advisors are strongly encouraged and observers should sit in the Assembly and Senate galleries. Entrances are on the 4<sup>th</sup> floor of the Capitol building. <u>Please yield any</u> seats on the floor to the teens.
- Our meeting room arrangements at the Capitol are always tentative. If there are any changes in the room assignments, they will be announced at the opening session on Saturday.
- The conference rooms in the legislative office building are available to us through the generosity of both the Senate and Assembly members along with their program staff. However, we agreed to use <u>only</u> the conference rooms and not to wander into other offices, use equipment, open any files or desks, or remove anything that is not yours. Please respect this agreement, the property of others, and reflect the kind of behavior this program represents that does not jeopardize our conference, your participation or future delegate opportunities.

Thank you for your cooperation. Hope you enjoy this year's Youth and Government State Conference!