



Welcome to IHG Army Hotels!

Primary telephone number to **IHG Army Hotels** is (803)782-9802
You can reach the **Front Desk Agent** by dialing “0” from your guest room

Your guest room telephone extension is as follows:

***Fort Jackson Inn** Ext. **75** plus the room number

***Palmetto Lodge** Ext. **60** plus room number

***Building 3265** Ext. **65** plus room number

* **Dozier Hall A Wing** Ext. **10** plus room number

* **Building 3215** Ext. **15** plus room number

* **Building 3275** Ext. **70** plus room number

* **Dozier Hall B Wing** Ext. **11** plus room number

* **Building 3235** Ext. **35** plus room number

* **Building 3276** Ext. **76** plus room number

* Lodging rooms are all **NON-SMOKING**.

Internet: Each room is equipped with LAN Line access as well as wireless connection.

***This Time Warner service is complimentary for our guests!
For technical assistance 24 hours a day call 1-866-913-7989**

Maintenance: Please report any maintenance issues to the Front Desk. We want to ensure that you are comfortable during your stay. **Please note:** If you utilize your in-room safe and you are locked out, you must be present in your room when our engineering department assists you to gain entry.

Housekeeping: Full-service cleaning is provided **once** a week, Wednesday at Ft. Jackson Inn, Dozier Hall and Palmetto Lodge and Tuesday and Thursdays at Magruder. This service includes sheet change and thorough cleaning of your room. Limited service (trash and towel removal) is provided all other week days. Weekend housekeeping service (Sat-Sun) is by request only. Requests may be made with the front desk by dialing “0” from your in-room phone. Please secure your valuables in the safe provided in each room. Do Not Disturb signs are honored, but your room must be visually inspected by our staff daily. On the second day with Do Not Disturb, our staff will enter to clean your room. If your Do Not Disturb sign is removed after 1400, you will receive service the next day.

*POC for Housekeeping issues @ Ft. Jackson Inn- Larry Fisher, Housekeeping Manager - (803)782-9802 Ext. **75015**

*For housekeeping at Dozier Hall/Palmetto Lodge - Housekeeping Supervisor (803)782-9802 Ext. **10000 or 10016**

*For housekeeping at Magruder Lodge - Housekeeping Supervisor (803)782-9802 Ext. **65001 or 65002**

- The Postal Service will not deliver mail to IHG Army Hotel. Please utilize your school address for mail service.
- IHG Loyalty Rewards Club—FREE to sign up takes only minutes! Earn 3 points for every dollar spent. You could earn a FREE night's stay at other IHG Hotels worldwide.
- Please do not park on the grass or walkways. Motorcycles must park in the parking lot. Military Police will ticket.
- Bicycles are not permitted in the guest rooms. Please see the Front Desk Agent for available inside storage or directions to bicycle racks on the exterior of the building.
- Please do not use any personal cooking appliances in your room. Such appliances overload the circuit and interrupt power to your room and/or building.
- Please refer to the IHG Army Hotels Guest Service Directory in your room for emergency procedures and other useful information. Here you will also find Long Distance service information. Friendly reminder there is a charge for all long distance calls.
- Locked out of your room? Please stop by or call the front desk at 803-782-9802. House phones are located in (or outside) each building. For your safety, proof of identity and registration will be checked for new keys. Only registered guests (in person) will be issued a key to a room.
- Complimentary Breakfast served Monday-Friday from 0600-0900, weekends 0700-1000, on the ground floor of Fort Jackson Inn, Palmetto Lodge, Dozier Hall and Bldg. 3265 room 128 in Magruder Lodge.
- Weekly Social event (free) is held every Wednesday 1700-1900 at the Dozier Hall Building. Join us for food and fun.

CHECK OUT TIME IS 1100 ON YOUR DAY OF DEPARTURE.

Please be sure to remove all belongings from your room prior to check out to avoid a late check-out fee. If you have any questions please contact the front desk by dialing 0

We wish you a pleasant stay at IHG Army Hotel Fort Jackson!