**Hello and Welcome to your Marriage Encounter Experience!**

**Month / Date / Year**

Please read the following “housekeeping” details before the first presentation.

* **CONFERENCE ROOM** - Please try to be in the meeting room by 7:50 pm tonight.
* **KEYS** - You will receive 2 keys. Each of you should please carry one key as you will be going to your room at different times.
* **PRESENTATIONS** - Please sit as a couple for each session. If you have hearing concerns, please feel free to sit in the front. Otherwise, we encourage you to sit at a different place at each session.
* **ROOM SERVICE** - There will be no maid service so that you will not be interrupted when you are in your room. If you need extra towels, there are extras on a table in the presenting rom. Please hang your "do not disturb" sign out as a reminder to the maids.
* **PROBLEMS WITH ROOM** - If you should have any problems with your room, let one of the presenters know as we want to solve any problems as quickly as possible.
* **NAME TAGS** - Please wear your name tag to all sessions and meals so we can get to know you.
* **WORKBOOK** - Prior to the first session, you will be receiving a workbook to be used throughout the experience. Highlighted program information, short activities, and space for note taking are included in the workbook. Please bring it to all presentations.
* **MEAL TIMES** - All our meals will be together. Meals will be served in the [Name] room.
* **FIRE SAFETY** - In the unlikely event of a fire alarm, the group rendezvous point will be in the parking lot in front of the building.
* **EMERGENCIES** - If you should have an emergency arise that requires you to leave, be sure to notify a presenting couple so we are not waiting for you at the next session.
* **SMOKE FREE** - The facility is a smoke-free building. Please honor this rule.
* **CHECK OUT TIME** - No need to worry about check out time - you will have your room until late afternoon on Sunday.

**PLEASE BRING THIS SHEET WITH YOU TO THE CONFERENCE ROOM TO PLACE IN YOUR WORKBOOK.**

It is our sincere desire that each couple be able to use this time to experience new levels of intimate communication. To this end, we are making every effort to free you of all distractions. Please let us know if there is any way we can be of help to you.

***Your Weekend Presenters***

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