



SECURITY FOR SPEAKERS AND ATTENDEES AT
FDIC HOTEL AND TRAINING CENTER:



IDENTIFICATION REQUIREMENTS



The FDIC building security policy requires that all individuals entering the hotel/training facility must have the appropriate ID.

An individual need not show ID upon first entering the lodging facility to check in.

Thereafter, building security policy requires that all individuals must show photo identification (ID) to gain access to the lodging and training centers. No longer are the security guards allowed to let an individual enter the facility with just the hotel pass. The guards are required to see the individual’s photo ID as well (after initial hotel check in). Visitors will be given “Visitor” tags, but must also display a form of photo ID when entering the buildings.

Please refer to the following table for clarification.

IF you are an/a:	THEN when entering the FDIC building you must have:
FDIC Participant	FDIC Photo ID
NON-FDIC Participant staying at FDIC Hotel	Federal or State Photo ID (Driver’s license accepted), and Hotel ID (issued at check-in)
NON-FDIC Participants NOT staying at FDIC Hotel	Federal or State Photo ID and Conference ID (issued at FDIC main lobby guard kiosk)
Family Members/Guests staying at FDIC Hotel	Federal or State Photo ID and Daily Guest Pass (should they leave building). Children without a photo ID must be accompanied by an adult to enter the facility.

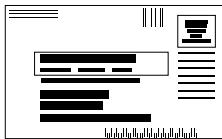
SECURITY OF LAPTOPS AND OTHER PERSONAL PROPERTY

While you do not have to register any laptop computers or other personal property with the guard station upon arrival, you are responsible for the security of such property. Laptop computers should not be left unattended.

The FDIC does not reimburse the student for the loss of personal property.

Attendees: It is your responsibility to be sure your agency training representative has notified FFIEC and your name is on the roster. The FDIC security officers will use this list to verify your access to the building.

EXPRESS MAIL SERVICE/US MAIL PACKAGES



All packages for this conference/class sent to the training facility via an express mail service/US Mail must be mailed to:

**Federal Financial Institutions Examination Council
C/O (Program Administrator)
3501 Fairfax Drive, Room B 3030
Arlington, VA 22226-3550**

All packages entering the facility are required to be scanned by a x-ray machine, and must be mailed for Monday through Friday delivery. No packages can be accepted directly at the hotel lodging facility. **NO PACKAGES WILL BE ACCEPTED ON SATURDAY, SUNDAY OR HOLIDAYS.**