

## Frequently Asked Questions for Delegates

### EXPENSE/TRAVEL REIMBURSEMENT

The form to receive per diem and travel reimbursement can be found on the [SEJ web site](#). You may download the form to submit to the SEJ Treasurer's office (either electronically or via U.S. mail) **following** SEJ Conference. Per diem for Committee on Episcopacy and Committee on Nominations will begin with dinner on Sunday. Per diem for all other delegates begins with dinner on Monday.

Based on our SEJ Rules (2012 *Journal*, page 109), per diem and travel are not reimbursed until *after* the SEJ Conference.

**Shuttle Service to Airport:** There is no shuttle service provided by the Conference or Lake Junaluska. All delegates flying into Asheville will be asked to make their own arrangements for travel to/from the airport. SEJ CFA established the following policy for Delegates who fly to Asheville, NC, to attend the 2016 SEJ Conference: Ground transportation cost reimbursement will be limited to the round trip mileage (80 miles) from/to the Asheville Airport and Lake Junaluska Conference Center at \$0.54 cents per mile. For persons who fly, this expense should be added to your travel/expense voucher for reimbursement.

**Checking in at Lake Junaluska:** Persons staying in a hotel room or apartment at Lake Junaluska should check in at the Bethea Welcome Center whenever the Center is open. The hours at the Bethea Welcome Center are 9:00 a.m. to 5:00 p.m., except for Monday, July 11, when it will remain open until 9:00 p.m.

If you arrive after the Welcome Center is closed, guests should check in at the Terrace Front Desk. (Exception to after-hours check-in: Guests staying in the Lambuth Inn should check in directly at the Lambuth Front Desk.) NOTE: All guests are required to present a photo ID and a credit card when checking in.

**Lake Junaluska Property Rentals:** Persons who have rented house or cottage from Lake Junaluska Property Rentals may check in at 4:00 p.m. on Sunday in their office in the Bethea Welcome Center.

### REGISTRATION AND SEATING

Information related to registration and distribution of credentials is also available on the [SEJ web site](#). The seating chart for delegates is available there. The bar of the conference will be Sections 2, 4, 6, and 8 of Stuart Auditorium. Reserve delegates may be seated anywhere outside the bar of the conference.

*Delegates and Reserves will receive their name tags (Credentials/registration) on Tuesday morning, July 12, just prior to the plenary session at 10:30 a.m. in Stuart Auditorium. Bishops, Nominating Committee members, Committee on Episcopacy members, and Pages will receive their name tags at their first meeting. Other designated conference officials will pick up their name tags in the Stuart Auditorium lobby any time after lunch on Tuesday.*

## **LIVE STREAMING**

We will be live streaming conference sessions. Invite family and friends to join us at [www.lakejunaluska.com/streaming](http://www.lakejunaluska.com/streaming).

## **PARKING**

Parking is available in designated areas across the campus. For persons staying in Lake Junaluska housing, there may be parking in close proximity to the lodging although no spaces are reserved specifically for these guests. For those with Handicapped Passes, parking is available in front of Stuart Auditorium, Memorial Chapel, and across from Harrell Center. Please respect all reserved parking signs and yield to pedestrians in the crosswalks.

Guests staying off-campus are encouraged to park in the remote parking lot behind the Welcome Center and take a shuttle to the sessions in Stuart Auditorium. A parking map for Lake Junaluska is available on the [SEJ web site](#).

## **SHUTTLE SERVICE ON CAMPUS**

There will be several forms of public transportation on the grounds. The Lake Junaluska Trolley, tram, and mini-bus will be traveling from the Bethea Welcome Center to the Lambuth Inn with stops at posted shuttle stops in between. All shuttles will only pick up and drop off passengers at their designated shuttle stops.

## **FOOD OPTIONS**

- **Terrace and Lambuth Dining Rooms** - Guests staying in The Terrace or the Lambuth are required to take the meal plan while they are here. These ten meals are Tuesday-breakfast, lunch, and dinner; Wednesday-breakfast, lunch, and dinner; Thursday-breakfast, lunch, and dinner; and Friday-breakfast. Other guests may purchase individual meals at \$10 for breakfast, \$12 for lunch, and \$14 for dinner OR \$33 for three consecutive meals. Earlier meal service will begin in both dining rooms with dinner on Sunday, July 10th.
- **Beverage Service** - There will be coffee, iced tea, and lemonade for sale in front of Harrell Center on Wednesday and Thursday starting at 7:30 a.m.
- **Box Lunches** - Lake Junaluska Catering will also be selling box lunches for \$8.00 (cash sales only) under the tent by the lake on Wednesday 11:30 a.m. to 1:30 p.m. and Thursday 12:30 p.m. to 2:00 p.m.

## **EMERGENCY**

For medical or other emergencies, please call 911. It will connect to the Haywood County Sheriff's Office who will dispatch the appropriate persons, including Lake Junaluska Security.

## REMINDERS

- The [Advance Daily Christian Advocate \(ADCA\)](#) has been posted to the SEJ web site. An updated version was posted on 6/22/16; if you downloaded a previous version, you may wish to do so again. Continue to check the web site for updates until the Conference convenes on Wednesday, July 13, at 9:00 a.m.

**Please download the ADCA to your preferred device or print a copy for yourself.**

**NOTE:** *Because of technology used during electronic balloting, WiFi will be turned off during sessions; the on-line version of the ADCA will not be available to you during sessions, so downloading or printing the document ahead of time is important!*

- Information related to episcopal nominees (including videos from presentations made at General Conference) are available on the [SEJ web site](#).
- The schedule is available on the [SEJ web site](#).

## NOMINATIONS DATABASE

By now, all delegates should have received an email from Gere Reist, Conference Secretary for General Conference, with information on how to log in to the Nominations database to provide information. Please remember to enter your data as soon as possible!