

# **Official Information Packet**

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# BRITAIN & IRELAND 2015 PARTY – HARCOURT HOTEL, DUBLIN, REPUBLIC OF IRELAND

Please read this document in full. There is a considerable amount of information here that you will need for reference in regards to the party.

### INTRODUCTION

Britain & Ireland's Party is taking place in Dublin – Ireland. Dublin is the capital of the Republic of Ireland and is rich in history, culture and famous sites. Our hotel for the weekend is the Harcourt Hotel.

The team has worked hard to pull together an amazing weekend. We hope that everyone, first timers or old hats, will have a great time this weekend and at this site.

For those joining us for the first time, and those veterans of Tower events, we hope you have a great time! This pack does include further information on what to expect and also a reminder that there will be frictions and/or unthought-of situations, but we will always get through it together.

# LOCATION INFORMATION & DIRECTIONS

Harcourt Hotel	60 Harcourt Street	Tel: +353 1 478 3677
	Dublin 2, Ireland	

### BY TRANSIT

From outside arrivals you can choose from the 24 hour Aircoach Service, The 16 Dublin bus service, or you can take a taxi.

For 16 time table www.dublinbus.ie

#### PARKING AT THE HOTEL

# Parking Arrangement with the Royal College of Surgeons Car park (The West side of St Stephens Green)

€10.00 over-night from 17.00 hrs to 10.00 hrs next day, 4 Euro per hours there-after up to a maximum of €17.50 per day. In order to achieve this offer do not use any prepay option at the Car park. Instead present your ticket at reception and the hotel will validate it (on departure). The machines in the car park will automatically recognise the hotel validation and your discount will be automatic.

*More information:* <u>http://www.harcourthotel.ie/directions/</u>

#### AIRPORT PICK-UP AND DROP-OFF

You are responsible for your transportation to and from the site. Please ensure you have planned your pick-up and drop-off before you arrive at the event. Be sure to exchange phone numbers with your travel partners in advance and remember that probably most of the attendees have mobile numbers from different countries.

#### ARRIVAL AND DEPARTURE

# ARRIVAL AND CHECK-IN

The check-in for the event is on Friday. As there is a lot to go through please aim to arrive at the appointed time. Be prepared to follow the outlined procedure and have any materials you may need to assist in your check in (eg. ID).

# Check-in time is between 3pm and 6pm.

Please do not arrive before 3pm as we will **not** be available to check you in earlier than 3pm.

Any early arrivals can arrange with the hotel to hold their luggage while they explore the neighborhood or Dublin at large.

If you are going to arrive *after* 6pm on Friday you must contact Reniel Killan to let her know what your estimated time of arrival will be. If circumstances arise that unexpectedly prevent you from arriving before 6pm please contact Reniel Killan: +44 (0) 7852875898.

Please note that you will be checking-in with the **Tower** and not the Hotel. Therefore please arrive at the **Green Room** conference room within the Hotel for check-in. We'll have members helping to direct you.

#### CHECK-IN WILL INCLUDE:

- Confirming your arrival at the site
- Obtaining your name badge for the event
- Signing liability and photo release forms
- Receive welcome package
- Checking your name, address and confirmation information for emergency purposes
- Receiving room keys for Harcourt Hotel.

# DEPARTURE AND CHECK OUT

Hotel check-out is at 11am on Sunday morning.

Please ensure that you also check-out of the party with Reniel, Alyssa, or Shariyan. They will be available in the shared room before 11am. A run-through of the room will need to be completed by Reniel, Alyssa, or Shariyan to sweep for damages, left items, etc.

# IMPORTANT PHONE NUMBERS

In case of emergency, please use the following mobile phone numbers to reach the appropriate tower member. Please remember that these individuals are traveling to the event as well and there may be lengths of time when they are unreachable. Leave a message and call back if you have an urgent need; or alternatively send a text message if it is easier.

Name Position Number

Reniel Killan Mistress of Revels +44 (0) 7852875898

# **ROOM ASSIGNMENTS**

Quad #1	Quad #2	Quad #3	Quad #4	Quad #5	Double #1	Double #2
Alyssa	Alora	Ealandrelle	Chiyuki	Deleios	Ilverin	Sephrenia
Camulus	Alora's Guest	Loraella	Imzadi	Vealdan		
Reniel	Enelya	Sabriane	Taelinn	Syera	Ilverin's	Sephrenia's
Shariyan	Kerna	Theolyn	Isarma		Guest	Guest

# SCHEDULE OF EVENTS

Please be aware that there is the need for the events team to be on-site before you arrive, as there will be preparation tasks required. If you do arrive early you can arrange with the hotel to hold your luggage, but none of the rooms will be available until check-in at 3pm.

With a Tourist style event much of the individual event planning is up to the attendees, and planning has taken place on the B&I forums for individual events. Those that have been posted prior to the creation of the packet have been included.

Attendee planned outings will be listed under "Free Time", and are identified in *Italics*.

Official Tower elements, which are highly recommended to attend, are below and identified in **Bold**.

# FRIDAY, 2 OCTOBER 2015

15:00 -	18:00	Arrivals & Check-in
18:00 -	22:00	Free Time
		- 10:00 / Old Jameson Distillery (led by Reniel)
		- TBD / Leprechan Museum (led by Alora)
22:00 -	23:00	Welcome, Information, Official Toast & Awards
23:00 -		Free Time
		- No organized outings planned.

# SATURDAY, 3 OCTOBER 2015

Morning		Free Time
		- 08:30 / Breakfast at the Harcourt Hotel
		- 10:00 / Trinity College Library (led by Reniel)
		- TBD / Bus Tour (led by TBD)
Afternoon		Free Time
		- 14:00 / National Museum – Archeology (led by Isarma)
		- 14:00 / Guinness Storehouse (led by Reniel)
18:00 -		Depart for Tower Dinner
18:30 ~	21:00	Tower Dinner at Quay's Restaurant
21:00 -		Free Time
		- Pub Crawl (led by Alora)

# SUNDAY, 4 OCTOBER 2015

Morning		Free Time
		- TBD / Kilmainham Gaol (led by Alora)
11:00		Check-out of Harcourt Hotel & Tower Party
11:00 -	Onwards	Farewell Brunch (location TBD)

### HEALTH AND SAFETY

While every member and guest is expected to be responsible for themselves and their own wellbeing we do have members in place to help in this regard. Some of them include:

Reniel Killan (Mistress of Revels) – The main event coordinator. She can be contacted for information regarding schedule, activities, general questions, and can be sought out in case of emergency.

In addition to Reniel you can reach out to:

Ealandrelle Melmya (Safety Committee Head).

Shariyan al'Faey (Local Liaison) or Alyssa Letherio (Local Liason).

# RESTRICTIONS

# Noise Levels

We are not the only guests at the Harcourt Hotel. We ask that all members be courteous of fellow members who may be sleeping. Especially between the hours of **midnight** and **9am**.

The Administration reserves the right to ask members to quiet things down if it is getting unreasonably disruptive. Reniel Killan will be serving as the Event Leader and as such she is there to help you with any minor issues that come from co-habitation, and we ask that you listen to her if she ask for activities to be moved elsewhere, or try to quiet down.

# **CLOSE QUARTERS LIVING**

Living in close quarters with a lot of people can be challenging. There are several things you can do that will help keep things running smoothly.

- Keep your items tidy, don't throw things on the floor or allow it to accumulate in piles; remember you are sharing with others. This makes packing and clean up much easier, plus it drastically cuts down on the amount of lost items.
- Respect other's sleeping spaces. Don't sit on their beds without asking (or put your feet up on them). Avoid using your room as a place to socialize where possible. If any of your roommates are sleepy then please respectfully continue your conversation elsewhere.
- Please be aware of your behavior. Make sure you aren't engaging in any behavior which you or others might be uncomfortable to walk in on, etc.

# WHAT SHOULD I EXPECT

TarValon.Net events can be daunting when attended for the first time. It can be especially challenging for people who have never met friends off of the internet before, or for people who are generally not accustomed to being around a lot of people for a few very intensely social days! Our events usually last for an extended weekend, which is a lot of time to spend around people you may or may not have met before.

Our members are usually a very friendly group. Many people are initially surprised by how many people recognize them on sight and how warmly they are greeted. Many of us view our friendships here as being just as valuable as our friendships elsewhere. We do a lot of hugging and snuggling, particularly on the first day when we are just seeing a lot of our friends for the first time in weeks or months. However, please keep in mind that everyone has their limits, and some of us are more physically affectionate than others.

Because we have been a community with real life gatherings for so long, many of us have met in person several times. As such, we are comfortable around each other. We have each other in our homes, our family members have met community members, we talk on the phone with each other—we are involved with each other both online and off. At events, we spend a lot of time snuggling, laughing, telling stories, and hanging out in groups.

If this is your first event, you may feel a little uncomfortable jumping into what appears to be a close-knit group. Be assured, we welcome seeing new faces! We have an incredibly diverse membership, and one of the great things about our events is getting to know all the different people. If you're a first-timer, jump right in! If this is your tenth event, reach out to someone you don't see much or have just met. We're a stronger community because of our real life interactions, and that includes meeting new people.

Members attending an official function are expected to behave in full accordance with the Code of Conduct. Members who fail to comply may be asked to leave the event and will not be granted a refund. If disciplinary action is needed at a real life event, it may result in suspension or termination of membership. Everyone should be a responsible guest, which means respecting personal property and space, as well as helping with set-up, clean-up, and costs. Underage drinking is not allowed, and illegal drugs will not be tolerated. Either will result in disciplinary action, up to and including your dismissal from the community.

### LIABILITY

TarValon.Net does not take responsibility for anyone; including his/her actions, safety, and possessions, when attending a function. All who attend take full responsibility for themselves and agree to hold TarValon.Net Inc and its Administration, Officers, and Board of Directors harmless in the event of unforeseen occurrence.

# HOW TO SURVIVE TOWER FUNCTIONS

Our Official Events and Conferences usually involve large crowds and lots of people, new experiences, and stressful situations. This is a guide to surviving those times.

- 1. People at events tend to hang out in groups. With the number of people we have attending events now, sometimes those groups are larger, particularly during opening ceremonies and such, and sometimes those groups are smaller, particularly during the day when people drift off to play games, chat, be crafty, or other things. Please realize that you will not be able to talk to everyone or get to know everyone personally. It's very easy to become overwhelmed by everything and feel very alone, even when surrounded by friends. If this occurs, find a quiet spot to rest for a little while, or grab one person for some one-on-one time. After a bit, you'll find that you're ready to jump back into the social fray. A lot of us are computer geeks and, as such, are used to more private time. Expect that you might feel this way, and don't worry if it happens.
- 2. To go along with the above point, living in close proximity with close to 25 people for several days can cause tension. Someone will invariably annoy or piss off someone else. We have a lot of different personalities (many of them quite strong) and not all of them are going to click. Do your best to remember what you like about that person, give yourself some distance, and be generous with your forgiveness.
- 3. Living in close proximity with close to 25 people for several can also cause other issues. Please remember to take care of personal hygiene. Your roommates, and everyone else, will thank you for it!
- 4. Our events are, for the most part, adult parties. We are doing our best to make it slightly more family friendly, but it is at its heart a bunch of adults staying together. People will undoubtedly drink too much, people will hook up, and people will do or say stupid things. What happens at an event stays at the event. We don't gossip about who slept in whose room, or who had a hangover in the morning.
- 5. Many of the members at this site tend to joke a lot and enjoy making fun of ourselves (which may include self-deprecating comments about us being a cult, or desires to take over the world). It is vitally important to understand that this is all said in jest. We are not a religion. We are not trying to take over the government. We are not going to all go live in a commune. It is quite safe to drink the Goldschlager/Goldstrike (if you are of age and are not allergic). We cannot channel, despite how much we wish we could. And no, we do not think we are better than anyone else. If you hear someone say something that you find alarming, and you are not certain if it is in jest, please ask them.
- 6. At events we tend to refer to each other by a mix of our Tower and our real life names (though Tower names are more common at larger events). It is perfectly acceptable to use either. Titles are generally not used.
- 7. Yes, novices do dishes and recruits take out the trash. But so does everyone else. Everyone will be expected to pitch in and help throughout the weekend. Remember that everyone wants to enjoy the event, and cleaning up after yourself will help ensure that this happens!

- 8. Have one or two "buddies" that you keep track of over the weekend. A lot of people use their Aes Sedai/Warder, roommates, members of their Ajah/Company, etc. for this purpose. It's good to have someone know where you are and how you're doing, particularly at our events that are hosted in larger cities.
- 9. Try to say "hello" to everyone at least once at the event. You will surely not be able to have a long meaningful conversation with everyone in the span of three days, but do try to meet and greet everyone. A good way to do this is to eat with a different group of people at each meal.
- 10. Get involved in the activities. There is usually a wide variety of activities to choose from, so pick one that suits your mood and spend time with everyone.
- 11. Sleep, and water, can get pretty scarce at our events. Both of these things are extremely important and can have a drastic impact on your mood and how much you enjoy the event. Please get enough sleep, and stay hydrated!
- 12. Have a means to access money. Even at our events that seem to be pretty all-inclusive, unexpected expenses pop up. You want someone to buy you a particular kind of liquor, or you need to give someone gas money for giving you a lift to the airport. Having a couple of checks or a little bit of cash on hand is always a good idea, even if you don't think you need it!

## COSTUMES

Costumes are not required, but they are a fun part of our events and are highly encouraged! Feel free to wear your costume at any time, or even just at our main events. There will not be an official costume contest as this is a Tourist Event, but we always welcome the creativity that our members show through their costumes!

# SUGGESTED PACKING LIST

- Wash Kit
- Comfortable Shoes & Clothing for Variable Weather and Costuming
- Cold/wet weather gear
- Toiletries
- Public friendly pajamas
- Necessary medications
- Camera & Film/Memory/Battery
- Mobile Phone Charger
- Cash
- Anything you promised to bring to the event
- Passport / copies of your travel papers / details of your insurance
- Costume