

DATE: December 3, 2019
TO: 911 Emergency Response Advisory Committee
FROM: Jenn Felter, Communications Supervisor, Washoe County 775/333-7017,
jfelter@washoecounty.us
THROUGH: Sheriff Darin Balaam, Washoe County Sheriff's Office
SUBJECT: REQUEST FOR TRAVEL AND TRAINING FOR WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS PSAP: A review, discussion and possible action to approve, deny or otherwise modify a request to fund/reimburse for the costs associated for attending Central Square 2020 conference a public safety training pre-conference and conference for Dispatch Supervisor and Research and Development for a total cost not to exceed \$6,000.00 for travel, registration, seminars, lodging, and meetings.

SUMMARY

PUBLIC SAFETY TRAINING CONFERENCE FOR PRIMARY PSAP (Public Safety Answering Point) WASHOE COUNTY SHERIFF'S OFFICE COMMUNICATIONS:

A review, discussion and possible action to approve, deny or otherwise modify a request to fund/reimburse one (2) individuals from Washoe County Sheriff's Office Communications to attend Central Square conference, March 17, 2020 through March 20, 2020 – Las Vegas, NV not to exceed a fund/reimburse amount of \$6000.00

NRS APPLICABLE: *NRS 244A.7645* Provides approval of costs associated with maintenance, upgrade and replacement of equipment necessary for the operation of the enhanced telephone system.

STAKEHOLDER REVIEW(s)

Stakeholder is a primary Public Safety Answering Points (PSAP) – Washoe County Sheriff's Office Communications.

PREVIOUS ACTION BACKGROUND

Yearly a request is made for funding for individuals from each of the three (3) primary PSAP's to attend the conference. This conference will provide critical training on 911 technology operations, policies and education issues.

FISCAL IMPACT

The Enhanced 911 Fund is a special revenue fund which receives revenue pursuant to NRS 244A.7643 in the form of telephone surcharges collected to support the emergency reporting system. Budget authority exists within the E911 Fund to the travel and training to the public safety training conferences for registrations, seminars and meetings.

Central Square conference in Las Vegas, NV registration is \$599.00 per person, pre-conference is approximately \$0, airfare is approximately \$600.00 per person round trip, lodging is approximately \$1,300.00 (estimated as taxes, resort fee's, and other fee's not included) for traveler, and per diem/meals is approximately \$300.00 per person, for an approximate total per person of \$2,800.00. Attending for Washoe County Sheriff's Office is Supervisor Jenn Felter, assigned to Washoe County Communications and Research and Development Joe Barainca.

RECOMMENDATION

It is recommended that the E911 Emergency Response Advisory Committee approve the request for the reimbursement costs associated with attending the Central Square 2020 conference not to exceed \$6,000.00 total for Washoe County Communications PSAP.

POSSIBLE MOTION

Move to approve the recommendation to fund Central Square 2020 conference in Las Vegas, NV not to exceed \$6,000.00.

WASHOE COUNTY SHERIFF'S OFFICE

Permission for Training and / or Travel

Date: 12/3/20

FOR DIVISION:

Dispatch

Name: Jenn FelterComm #: 1997

Employee Signature

Travel Coordinator :

Name

Phone

TRAINING INFORMATION:

Name of class / training:

Central Square Conference 2020

Date(s) of class / training:

03/17/20

to

03/20/20

Location of class:

Las Vegas, NV

Type of class:

In Person - Classroom Training

Vendor / trainer:

Central SquareCost of Registration: \$499.00

Cost Center / Grant

G/L

Other: ☒

Cost Center or

☐Grant # E-911G/L E-911**TRAVEL INFORMATION:**

Travel to:

Las Vegas, Nevada

Depart:

1:00

PM

03/16/20

Date

Return:

1:00

PM

06/21/20

Date

Transportation by:

Air

If Private Car:

Cost of Travel:

\$2,200.00

(Including AIRFARE if applicable)

Cost Center / Grant

G/L

Other: ☒

Cost Center or

☐Grant # E-911G/L E-911**Grant-funded** travel will be reimbursed at GSA rates within Grant guidelines.

Amount of travel/training covered by Grant \$

Amount of travel/training charged to Cost Center \$

Reason for Training / Travel (by Supervisor)

To review new technologies with current CAD platform and look at new CAD solutions.

***** By Supervisor *****

Backfill or OT Required?

of OT Hours:

Supporting documents attached:

Yes

Shift Supervisor

☐ Approve

Date:

☐ Disapprove

Lieutenant

☐ Approve

Date:

☐ Disapprove

Captain / Division Head

☐ Approve

Date:

☐ Disapprove

Chief Deputy

☐ Approve

Date:

☐ Disapprove

Request money advance:

Cost of Registration:

\$499.00

Cost of Travel:

\$2,200.00

Total Cost:

\$2,699.00

Sheriff / Undersheriff

☐ Approve☐ Disapprove**Reason for DISAPPROVAL:**

After Final Approval, retain this original for your records. DO NOT forward to Accounting or AP Team

WASHOE COUNTY REQUEST FOR PERMISSION TO TRAVEL

Contact & Phone: _____

Permission is requested for: Jenn Felterto travel to Las Vegas, NVat an approximate total cost of \$ 2,200.00

for ALL travel expenses including AIRFARE.

DEPART: 1:00
Time

PM ▼

16-Mar-20
DateRETURN: 2:25
Time

PM ▼

21-Mar-20
DateMode of Transportation: Air ▼

If private car, rate of reimbursement: _____ ▼

Auto Rental approved NA ▼

If yes, business purpose: _____

Authorization to Travel approved by: _____

Administrative Captain ▼

Name and Title

12/03/20

Date

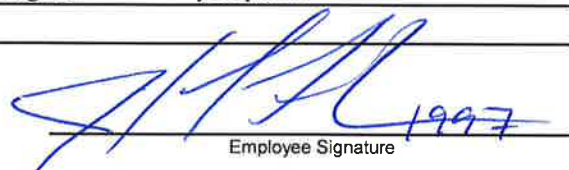
Reason for travel (to attend training session, seminar, convention, etc. - specify by name/location): Annual conference to meet up with our Central Square Account Manager's and review/look at new technology as it relates to CAD. In addition, CS provides training classes on TC platform.

Benefit of travel to Washoe County: This Conference allows for newer technologies and CAD platform review. In addition to review new CAD technologies.

Dispatch ▼

Department

Other



Employee Signature

*NOTE: TRAVEL AND PERDIEM CLAIMS MUST BE FILED NO LATER THAN 30 DAYS OF RETURN DATE

APPLICATION FOR ADVANCE MONIES FOR TRAVEL EXPENSES AND SUBSISTENCE

(To be completed **only** if money advance is requested. No advance funding shall be allocated for less than \$40.00)

Pursuant to the provisions of Washoe County Travel Ordinance, the undersigned requests a travel advance calculated as follows:

TRAVEL STATUS, LESS THAN FULL DAY:

Click here to see rate chart: [Travel Rates](#)

TOTALS

<u>1</u>	Breakfast	<u>\$14.00</u>	\$	<u>14.00</u>
<u>2</u>	Lunch	<u>\$16.00</u>	\$	<u>32.00</u>
<u>1</u>	Dinner	<u>\$26.00</u>	\$	<u>26.00</u>

TRAVEL STATUS, FULL DAY:

<input checked="" type="checkbox"/>	Meals: Per diem (attach calculations)	<u>4</u>	<u>61.00</u>	\$	<u>244.00</u>
<input type="checkbox"/>	Meals: GSA rate @ 75% (travel days)			\$	<u>0.00</u>
<input checked="" type="checkbox"/>	Lodging: (Receipt required) **	<u>5</u>	<u>257.38</u>	\$	<u>1,286.90</u>

OTHER EXPENSES: (Receipts required)

<input type="checkbox"/>	Use of Private Vehicle	Miles at <u>0.575</u> per mile / <u>1</u>	\$	<u>0.00</u>
<input type="checkbox"/>	Ground Transportation (receipt required)	(enter 2.5 for personal choice, otherwise 1)	\$	
<input type="checkbox"/>	Auto Rental (approval required prior to travel / receipts required / do NOT take out insurance)		\$	
<input type="checkbox"/>	Other Reimbursable Expenses (receipts required)		\$	

☐ Advance Approved
 ☐ Advance Denied

TOTAL TRAVEL ADVANCE REQUESTED

\$ 1,602.90

Cost Center #

G/L

Cost Center #

G/L

☒ CC or ☐ Grant #: E-911G/L E-911

Budget appropriation available: _____

If none, budget adjustment information: _____

County Manager

DATE

DEPARTMENT HEAD SIGNATURE

WASHOE COUNTY SHERIFF'S OFFICE

Permission for Training and / or Travel

Date: 8/15/19

FOR DIVISION:

R & D

Name: Joe BaraincaComm #: 4185

Employee Signature

Travel Coordinator :

Yolanda LeBlanc328-3040

Name

Phone

TRAINING INFORMATION:

Name of class / training:

Central Square Conference

Date(s) of class / training:

03/15/20

to

03/20/20

Location of class:

Las Vegas, NV

Type of class:

In Person - Classroom Training

Vendor / trainer:

Central Square/TriTech/TiburonCost of Registration: \$700.00

Cost Center / Grant

150440 R & D

G/L 710509 Seminars & Meetings

Other: ☐ Cost Center or ☐ Grant #

G/L

TRAVEL INFORMATION:

Travel to:

Las Vegas, NV

Depart:

Time

03/15/20

Date

Return:

Time

03/20/20

Date

Transportation by:

Air

If Private Car:

Cost of Travel: \$2,800.00 (Including AIRFARE if applicable)

Cost Center / Grant 150440 R & D

G/L 711210 Travel

Other: ☐ Cost Center or ☐ Grant #

G/L

Grant-funded travel will be reimbursed at GSA rates within Grant guidelines.

Amount of travel/training covered by Grant \$ Amount of travel/training charged to Cost Center \$

Reason for Training / Travel (by Supervisor)

***** By Supervisor *****

Backfill or OT Required?

of OT Hours:

Supporting documents attached:

Shift Supervisor

☐ Approve

Date:

☐ Disapprove

Request money advance:

Lieutenant

☐ Approve

Date:

☐ Disapprove

Cost of Registration:

\$700.00

Cost of Travel:

\$2,800.00

Total Cost:

\$3,500.00

Captain / Division Head

☒ ApproveDate: 8/15/19☐ Disapprove

Chief Deputy

☐ ApproveDate: 8/15/19☐ Disapprove

Sheriff / Undersheriff

☒ Approve☐ Disapprove

Reason for DISAPPROVAL:

After Final Approval, retain this original for your records. DO NOT forward to Accounting or AP Team

**WASHOE COUNTY
REQUEST FOR PERMISSION TO TRAVEL**

Contact & Phone:
328-3040

Permission is requested for: Joe Barainca

to travel to Las Vegas

at an approximate total cost of \$ 2,800.00

for ALL travel expenses including AIRFARE.

DEPART:

Time

3/15/2020

Date

RETURN:

Time

03/20/20

Date

Mode of Transportation: Air

If private car, rate of reimbursement:

Auto Rental approved ☐

If yes, business purpose:

Authorization to Travel approved by:

Name and Title

Date

Reason for travel (to attend training session, seminar, convention, etc. - specify by name/location): CentralSquare Conference, Tritech and Tiburon administrator. This event is your chance to network, connect, hear from leadership, experience the latest public sector product innovations, earn Continuing Professional Education (CPE) credits and more.

Benefit of travel to Washoe County: Keeps administrative staff abreast of the latest changes to Tiburon, updates, and the latest innovations offered. Greatly helps R&D support and maintain Tiburon.

R & D

Department

Other

Employee Signature

*NOTE: TRAVEL AND PERDIEM CLAIMS MUST BE FILED NO LATER THAN 30 DAYS OF RETURN DATE

APPLICATION FOR ADVANCE MONIES FOR TRAVEL EXPENSES AND SUBSISTENCE

(To be completed only if money advance is requested. No advance funding shall be allocated for less than \$40.00)

Pursuant to the provisions of Washoe County Travel Ordinance, the undersigned requests a travel advance calculated as follows:

TRAVEL STATUS, LESS THAN FULL DAY:

Click here to see rate chart: [Travel Rates](#)

TOTALS

<u>5</u>	Breakfast	<u>\$14.00</u>	\$	<u>70.00</u>
<u>5</u>	Lunch	<u>\$16.00</u>	\$	<u>80.00</u>
<u>5</u>	Dinner	<u>\$26.00</u>	\$	<u>130.00</u>

TRAVEL STATUS, FULL DAY:

of Days

Amount

<input type="checkbox"/>	Meals: Per diem (attach calculations)		\$	<u>0.00</u>
<input type="checkbox"/>	Meals: GSA rate @ 75% (travel days)		\$	<u>0.00</u>
<input checked="" type="checkbox"/>	Lodging: (Receipt required)	<u>5</u>	\$	<u>1,500.00</u>

OTHER EXPENSES: (Receipts required)

<input type="checkbox"/>	Use of Private Vehicle	Miles at <u>0.575</u> per mile / <u>1</u>	\$	<u>0.00</u>
<input type="checkbox"/>	Ground Transportation (receipt required)	(enter 2.5 for personal choice, otherwise 1)	\$	
<input type="checkbox"/>	Auto Rental (approval required prior to travel / receipts required / do NOT take out insurance)		\$	
<input type="checkbox"/>	Other Reimbursable Expenses (receipts required)		\$	

☐ Advance Approved

☐ Advance Denied

TOTAL TRAVEL ADVANCE REQUESTED

\$ 1,780.00

Cost Center #

G/L

\$

Cost Center #

G/L

\$

☐ CC or

☐ Grant #:

G/L

\$

Budget appropriation available:

If none, budget adjustment information:

DATE

County Manager
[Signature]
DEPARTMENT HEAD SIGNATURE

[Log in](#) [Lock header](#) [Español](#)MAR 16 - 21
✈ RNO → LASTOTAL
\$577.96

Trip & Price Details

Price

Payment

Confirmation

✈ Flight [Modify](#) [Remove](#)

\$577.96

✈ Mon 3/16	RNO → LAS	1hr 15min	Nonstop	Anytime	Price per passenger	\$511.04
	1:10PM 2:25PM				Taxes and fees per passenger	\$66.92
✈ Sat 3/21	LAS → RNO	1hr 25min	Nonstop	Anytime	Total per passenger	\$577.96
	1:00PM 2:25PM				Passenger(s)	x1
					Flight total	\$577.96

Helpful Information:

- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards® points, your point balance may not immediately update in your account.

No change fees.¹

Change your flight later without a fee.

¹ Fare difference may apply.

BAG FEE *	\$0.00
SUBTOTAL	\$511.04
TAXES & FEES	\$66.92
TRIP TOTAL	\$577.96

[Show price breakdown](#)**Get a \$100.00 statement credit**

after first purchase and

Earn 30,000 Rapid Rewards® points


after qualifying purchases.


[Learn more >](#)

YOU PAY TODAY	\$577.96
CREDIT ON YOUR STATEMENT	-\$100.00
TOTAL AFTER STATEMENT CREDIT	\$477.96

Not ready to buy yet? [Save this flight for later.](#)* 1st and 2nd checked bags fly free. [Weight and size limits apply.](#)[Log in for faster checkout](#)[Continue](#)By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.[Add a Car](#) Products not confirmed until purchase.

No worries, your flight will remain in your cart while you search for a car.

 Add a car



Book now. Pay later!
From \$274.14*/week in Las Vegas

[Book now](#)

*Taxes and fees excl. Terms apply.

PICK-UP LOCATION	PICK-UP DATE	PICK-UP TIME
Las Vegas, NV	3/16	4:00 PM
Las Vegas, NV - LAS	Mon, Mar 16, 2020	
RETURN LOCATION	RETURN DATE	RETURN TIME
Las Vegas, NV	3/21	12:00 PM
Las Vegas, NV - LAS	Sat, Mar 21, 2020	
RENTAL COMPANY (Optional)	VEHICLE SIZE (Optional)	
No preference	No preference	

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* 1st and 2nd checked bags fly free. [Weight and size limits apply.](#)

[Log in for faster checkout](#)[Continue](#)

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.



CENTRALSQUARE 2020

View Confirmation for: Jenn Felter

GENERAL OPTIONS

Name:

Jenn Feller

Email:

jfeller@washoeconomy.us

Title:

Communications Supervisor

Organization/Agency:

Washoe County Sheriff's Office

Address:

5195 Spectrum Blvd

Reno, Nevada 89512

USA

Number of People Registered:

1

Confirmation Number:

LZNN2K95C32 (needed to modify your registration)

Event Title:

CentralSquare 2020

Location:

Caesars Palace

3570 S. Las Vegas Blvd.

Las Vegas, Nevada 89109

USA

Phone:

(866) 227-5938

Date:

03/17/2020

CURRENT REGISTRATION DETAILS

JENN FELTER

Agenda Items

Registration Item	Cost
Event Registration	\$399.00

ORDER SUMMARIES

Order

Date	Type	Amt Ordered	Amt Paid	Amt Due
12/03/2019 11:02 AM PT	offline order	\$399.00	\$0.00	\$399.00
Total:		\$399.00	\$0.00	\$399.00

PAYMENT DETAILS

CENTRALSQUARE 2020

CentralSquare 2020 is the premier educational and networking event for more than 7,500 CentralSquare customers. It promises to be the must-attend event for public sector agencies across North America. Learn more [here](#).

DETAILS

WHEN

Tuesday, March 17, 2020 - Friday, March 20, 2020

WHERE

Caesars Palace
3570 S. Las Vegas Blvd.
Las Vegas, Nevada 89109
USA

(866) 227-5938

PLANNER

[CentralSquare Events](#)

WEBSITES

[Check availability at Caesars Palace](#), [Visit the CentralSquare 2020 event website](#), [Visit the CentralSquare Technologies website](#)

CENTRALSQUARE 2020

REFUND POLICY IF REGISTERED BY TUESDAY, DECEMBER 31, 2019 FOR FULL ACCESS REGISTRATION

Price Paid: \$499.00

Refund	If Cancelled By
\$499.00	Friday, February 21, 2020

REFUND POLICY IF REGISTERED BY FRIDAY, JANUARY 17, 2020 FOR FULL ACCESS REGISTRATION

Price Paid: \$699.00

Refund	If Cancelled By
\$699.00	Friday, February 21, 2020

REFUND POLICY IF REGISTERED BY TUESDAY, MARCH 3, 2020 FOR FULL ACCESS REGISTRATION

Price Paid: \$899.00

Refund	If Cancelled By
\$899.00	Friday, February 21, 2020

REFUND POLICY IF REGISTERED AFTER TUESDAY, MARCH 3, 2020 FOR FULL ACCESS REGISTRATION

Price Paid: \$1,099.00

No Refunds

*Regardless of the refund amount listed, the amount refunded will never exceed the amount paid

Felter, Jennifer

From: Caesars Palace Las Vegas <email@email.caesars-marketing.com>
Sent: Tuesday, December 3, 2019 9:30 AM
To: Felter, Jennifer
Subject: Caesars Palace Las Vegas Reservation Confirmation

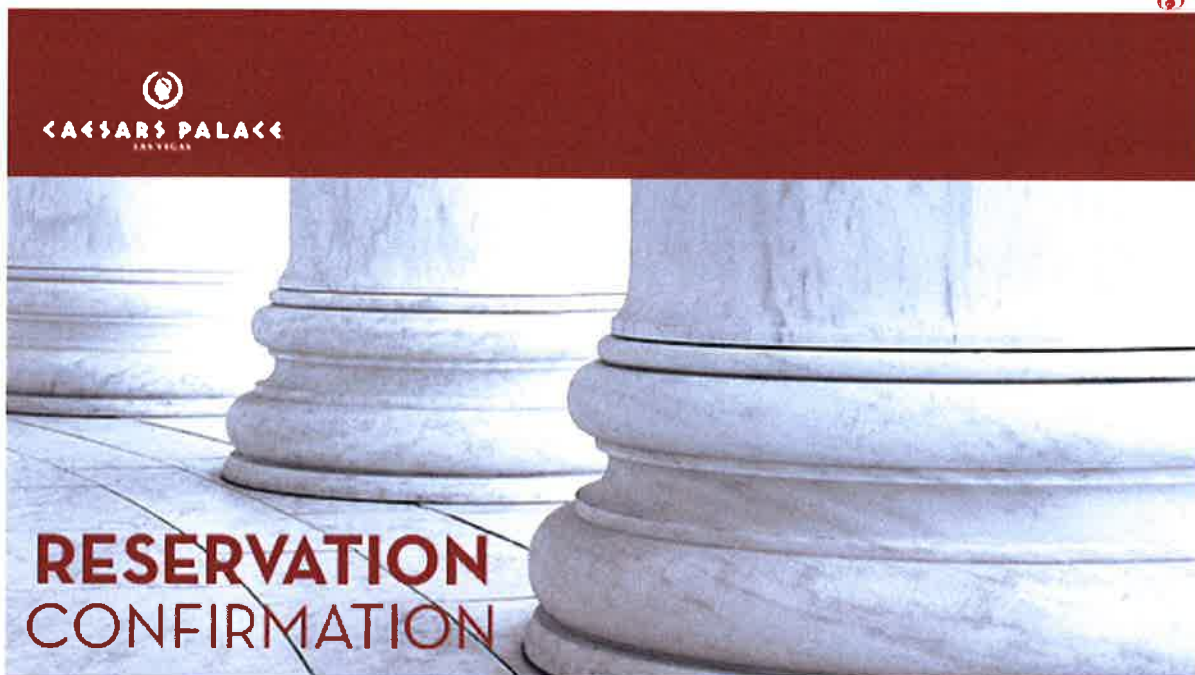
Categories: Just to me

[NOTICE: This message originated outside of Washoe County -- **DO NOT CLICK** on links or open attachments unless you are sure the content is safe.]

[View this email with images.](#)

CAESARS RESERVATIONS DEALS CAESARS REWARDS

STAY CONNECTED:



Dear Jennifer,

Thank you for choosing Caesars Palace Las Vegas. Please contact us should you have any questions or if you would like further assistance with your upcoming visit.

**CONFIRMATION
NUMBER**

Warm personal regards,
Sean McBurney
General Manager

ZQHJ4

MANAGE ITINERARY

LAS VEGAS MAP

TRIP SUMMARY

Caesars Palace Las Vegas

3570 LAS VEGAS BLVD SOUTH
LAS VEGAS, NV 89109
702-731-7110

Guest Name: Jennifer Felter

Room Type: PREMIUM K NON

Check In Date: 03/16/2020

Check Out Date: 03/21/2020

Room Preference: ADV 15 PROC FEE, No Preference

Number of Rooms: 1

Adults: 1

Children: 0

Subtotal: \$995.00

Resort/Other Fees: \$175.77

Taxes: \$133.15

Room Total: \$1303.92

You could earn at least 4975 Tier Credits and at least 995 Reward Credits® by booking this trip if you sign up for Caesars Rewards!* Unlock free parking, a free hotel night, and Platinum Status at just 5,000 Tier Credits.

Name on Card: Jennifer Felter

Card Number: xxxx-xxxx-xxxx-2289

For questions or changes regarding your reservation, please contact Caesars Entertainment at 1-866-503-5494 from 6am to 12am PT, 7 days a week.

GRAND TOTAL: \$1303.92

TERMS AND CONDITIONS

HOTEL

CANCELLATION POLICY A 72-hour cancellation notice is required prior to your arrival date to receive a refund of your deposit except non-refundable, non-transferable reservations as noted in the package disclaimer. If you cancel within 72-hours, including reservations made within 3 days of your arrival, you will be charged the 1st night's room rate and tax. For Caesars Rewards customers, this amount will be deducted from your Caesars Rewards account. Declined or invalid credit card numbers may result in cancellation of booking without prior notice. Personal checks will be accepted for pre-payment of reservation balance only if received at least 30 days prior to arrival date. Checks will not be accepted if received less than 30 days prior to arrival. Cancellations within 3 days of arrival are subject to the forfeit of one nights' deposit.

CAESARS REWARDS OFFERS To redeem a Caesars Rewards hotel offer the primary Caesars Rewards customer on the account must be present at check-in with valid photo ID and Total Rewards card that match the name on the hotel reservation. Complimentary rooms booked will be subject to a \$50 no-show fee, plus tax if the reservation is not canceled by 6pm on the day of arrival. Excludes bookings made for Caesars Windsor. If your plans change, please make sure to cancel your reservation in order to avoid this no-show fee. Should a companion arrive prior to the individual with the hotel reservation, the companion will not be able to check-in but will have the option to book a separate reservation until the arrival of the primary Caesars Rewards customer. Upon the arrival of the individual with the original reservation, they will be added to the new reservation and honor the original rates booked. **RATES** Internet rates are not valid with, during, or in conjunction with other Discount programs, including corporate group and junket programs. All rates are currently subject to 13.38% tax and tourism fee that may not be reflected in total cost. A daily resort fee of \$45.00 (subject to applicable tax) will be added to your reservation upon check-in. Resort Fee includes: daily in-room high speed Internet access for two devices, daily fitness center access for two, and local calls. Resort Fees not assessed for Diamond and Seven Stars guests. Prior to confirmation, all rates are subject to change without notice and based upon limited availability. Parking fees (self and valet) apply at certain Caesars Entertainment properties. See www.caesars.com/parking for details. **ROOM CHARGES** You are personally liable for all charges incurred or attributable to the room, regardless of whether any other associated person or party is also responsible for all or any part of the charges. This includes, without limitation, the daily room rate, taxes, resort fees and incidental room charges, plus any late checkout charges, early departure charges, cleaning fees and repair/replacement costs for damaged, lost or stolen items. The hotel will, and you have authorized the hotel to, charge the credit/debit card provided upon check in for such charges. Use of ATM/debit cards will result in an immediate deduction from your available bank account balance, subject to banking institution policies. **ILLEGAL CONTROLLED SUBSTANCES** Possession or use at the hotel of any illegal controlled substances, including marijuana, is prohibited by federal law and company policy. You may be asked to leave the hotel if you do not comply with this company policy, or there is smoking in a non-smoking room. A [\$500] cleaning fee will be charged for any smoking in a non-smoking room. The hotel reserves the right to charge additional cleaning fees should excessive cleaning be required. The hotel reserves the right to charge for items requiring repair or replacement. **CHECK-IN/CHECK-OUT** Check-In time is 4:00pm. Checkout is at 11 am. Any checkout past this time will result in a late checkout charge. Any checkout prior to the scheduled departure date will result in an early departure charge. Any charges posted after checkout, including incidental, late checkout or early departure charges, cleaning fees and repair/replacement costs, will be charged to the credit/debit card provided. **LATE ARRIVALS** Rooms reserved through Harrahs.com are guaranteed for late

arrival (after 6pm). **ROOM PREFERENCES** We will make every effort to fulfill your preference requests; however they are not guaranteed, as rooms are assigned at check-in. Additional charges may apply for some requests. For accommodation preferences for the physically challenged, please call us at 1-800-CAESARS. **ROOM ENTRY POLICY** Please note that our team members will be entering rooms, even if the "Room Occupied" sign is displayed on the door, for housekeeping, maintenance, safety, security or for any other appropriate purpose. Our team members will knock and announce their presence before entering. **AGE REQUIREMENT** This is an ADULTS ONLY location. Patrons must be over the age of 21 to reserve and check-in to the hotel. **EMAIL OPT IN** By providing your email address, you are opting in to receive marketing communications from Caesars Enterprise Services, LLC and its affiliates. You may opt out at any time. Your personal information will be used in accordance with the company's Privacy Policy, a copy of which is available at any Caesars Rewards® Center or at www.caesars.com/privacy. **ADDITIONAL PERSON CHARGES** Maximum occupancy is four persons per room. There is an additional nightly fee of \$30 per person for rooms with more than 2 occupants, regardless of age. Note: if you have one adult and one child and you book online, you will see the additional charge but this will be adjusted upon check-in. **DOG POLICY** Guests traveling with their dog will be asked to fill out a waiver form accepting responsibility for any damage or cleaning charges that may occur while at the Hotel. A credit card is required at check in and a \$100 per day deposit will be charged to the credit card. Debit cards or cash is not accepted. Dogs are only allowed in specified guestrooms and guests must make reservations in advance to travel with their dog. The Hotel only allows dogs that weigh less than 50 pounds each and up to two-dogs are allowed per room. Check in time for PetStay rooms is 4pm, dog owners must be prepared to accommodate your dogs until your room is ready. Dogs are the only animals allowed under the PetStay program. Dogs must be kenneled when unattended in the room & be kenneled or out of the room during housekeeping (Housekeeping may be scheduled at your convenience, but housekeeping must be allowed to service your guest room at a minimum of every other day). Rental kennels may be available for an additional charge, please contact the front desk for rates and availability. Please note, excessively noisy dogs will need to be removed and boarded off property at the owner's expense. **CANCELLATION POLICY** A 72-hour cancellation notice is required prior to your arrival date to receive a refund of your deposit except non-refundable, non-transferable reservations as noted in the package disclaimer. If you cancel within 72-hours, including reservations made within 3 days of your arrival, you will be charged the 1st night's room rate and tax. For Caesars Rewards customers, this amount will be deducted from your Caesars Rewards account. Declined or invalid credit card numbers may result in cancellation of booking without prior notice. Personal checks will be accepted for pre-payment of reservation balance only if received at least 30 days prior to arrival date. Checks will not be accepted if received less than 30 days prior to arrival. Cancellations within 3 days of arrival are subject to the forfeit of one nights' deposit. **DINING RESERVATIONS** Dining reservations on this site are powered by OpenTable. By completing a dining reservation you are agreeing to OpenTable's [Terms of Use](https://www.opentable.com/legal/terms-and-conditions) and [Privacy Policy](https://www.opentable.com/legal/privacy-policy).



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NOW FOR 2020
NOW - DECEMBER 31**

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REWARDS.**

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MEETINGS](#)

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Earn and redeem Reward Credits® at nearly 40 resorts and casinos around the world.

**CAESARS
REWARDS.**

CAESARS

Harrah's

HORSESHOE

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*Caesars Rewards members earn 5X Tier Credits for every \$1 spent on hotel room rates and resort fees when reserved through [Caesars Online](#), our Call Center or with a Host. 5X Tier Credit earning does not apply to taxes or other fees. 1X Reward Credits are earned for every \$1 of qualified hotel folio charges. Caesars Rewards number must be associated with reservation and final Tier Credit and Reward Credit earnings will be calculated upon check-out to earn. Credits may take up to 10 days after check-out to post to member's account.

Our Diamond and Seven Stars® members never pay Resort or Parking Fees. Please visit Caesars Rewards® for

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Parking Fees for valet apply at certain Caesars Entertainment properties. See [Caesars Entertainment Parking Policy](#) for rates, exceptions and additional terms and conditions.

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