



TRAVEL SMART

Identification: Be careful leaving valuables, purses and especially IDs in meeting and hotel rooms. At a minimum, make a copy of your driver's license so if it were lost officials could use the information to check databases.

Passports: Do not carry your passport with you once you arrive at the convention destination. Make a copy of the passport if you so desire and carry it with you but leave your passport at the hotel. If the room you are staying in has a safe, lock it in the safe. If it doesn't, consider leaving it in the hotel safe. Most important, do NOT carry it with you. If it is stolen or you lose it, obtaining a new one in order to get home can be difficult, frustrating, and time-consuming and could even delay your return home.

Cash: Do not carry all of your cash with you. Always leave enough cash in your hotel room safe or in the hotel safe to get you through the convention should you lose your money or be robbed. Otherwise, you could easily end up at the convention with no money at all and have difficulty getting home. Avoid displaying large amounts of cash or other tempting items.

Try Not to Carry A Purse: But if you must, carry it securely under your arm. Never wrap the purse strap around your arm or enter a tug-of-war with a thief trying to grab your purse. You could be seriously injured.

STREET SENSE

Scan the Environment: Look for well-lit streets and areas you feel safe. Select routes that are the shortest between your destination and hotel or conference center but avoid deserted areas. Be observant.

Walk with Confidence: Communicate the message that you are calm, confident, know where you are going, and know what is going on around you.

Remove Convention IDs: Remove your name badge and ribbons. These are signs you are from out of town and might be an easy target.

Buddy System: Safety in numbers. Periodically check on each other and agree on departure times.

Just Say, "No!": If you feel compelled to give, donate to charitable organizations. Avoid street solicitors.

Knoxville Convention Center:

Lost and Found: 865-251-6040.

HOTEL SAFETY

Escape Routes: Whether in the meeting room or guest room, notice the nearest exits in case of an emergency. Remember an emergency could occur at the most inopportune time and in the dark. Consider leaving your shoes and clothing next to the bed if you need to run out the door. Keep the room key accessible.

Hotel Door: Use all auxiliary locking devices on doors and windows. Use the door viewer to identify anyone requesting entry. Don't let anybody in the room without knowing they are expected and wearing a uniform or badge. If in doubt, call the front desk. In a fire emergency, be sure to check the door for heat and smoke before exiting.

EMERGENCY NUMBERS

Emergency: Fire, Police, Ambulance 911

USEFUL NUMBERS

Visitor Information Center 865-523-7263

Knoxville Police Department (Non-Emergency)
865-215-7268

University of Tennessee Medical Center
865-305-9000

TRANSPORTATION NUMBERS

Knoxville Area Transit 865-637-3000

Discount Taxi 865-755-5143

Knoxville Taxi Cab 865-691-1900

All Right Taxi Knoxville 865-384-2443

CAB TIPS: For return trips, get the cab driver's cell number and schedule a time if possible. Be sure to get the cab car number in case you need it later for any reason.