

• QUICK REFERENCE GUIDE

The Hay-Adams

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www.hayadams.com

Washington, D.C. the most powerful city in the world. The capital of the United States of America. Home to the U.S. Presidents. Where the laws of the land are fashioned. It is also a stunningly beautiful city with myriad places and things to see and do.

The Hay-Adams is located on Lafayette Square overlooking the White House offering an abundance of suites and guest rooms along with its renowned service. The hotel staff has an intimate knowledge of the city and its historical sites, while offering guests well-researched and enjoyable activities during their stay with us.

The Washington area enjoys the most museums (more than 50) and art galleries (more than 70), and the most public performances, per capita, than any other area in the world.

The White House

The 132-room mansion has been home to every U.S. president except George Washington. Presidents live, work, entertain visiting dignitaries and represent the United States within this showcase of American history.

Smithsonian Institution

Known fondly as “America’s attic” and created “for the increase and diffusion of knowledge among men,” the Smithsonian Institution encompasses 14 major, individual museums and the National Zoo. Smithsonian Museums include the National Air & Space – the world’s most visited museum; the Museum of Natural History; and the Hirshhorn Museum & Sculpture Garden.

U.S. Capitol

Under the magnificent white dome, senators and representatives meet to shape U.S. legislative policy. Open to the public with free guided tours each day.

Monuments and Memorials

The National Mall, which houses several major attractions, is anchored by memorials to Presidents Washington, Jefferson and Lincoln – three of America’s most beloved and received presidents; and by the Vietnam Veterans Memorial, one of the most powerful and compelling monuments in Washington.

The John F. Kennedy Center for the Performing Arts

This living memorial to the late president houses five theaters and is home to the National Symphony Orchestra, Washington Opera and the American Film Institute.

VERIZON Center

Washington’s new 20,000-seat state-of-the-art sports arena is home to the NBA Wizards, the NHL Capitals, the WNBA Mystics and the Georgetown Hoyas.

Arlington National Cemetery

America’s largest national burial ground and most sacred soil, Arlington is the resting place of President John F. Kennedy, the Tomb of the Unknowns, and the veterans of every American conflict since the Civil War.

U.S. Holocaust Memorial Museum

The somber and moving displays at the museum tell the story of the Holocaust through artifacts, films, photos and oral histories.

Library of Congress

A vast collection of books and objects – more than 100 million items – are tended in this richly decorated Italian Renaissance palace. The collections are resources available to members of Congress and all Americans engaged in scholarly research.

Washington National Cathedral

This 14th-century-style Gothic cathedral was built as a house of worship for all Americans. Details include fanciful stone carvings, gargoyles and a stained-glass window housing a moon rock.

Supreme Court

The highest court in the land and the final arbiter in the American system of justice. The public is welcome to sit in the courtroom and listen as cases are argued in front of the justices.

The International Spy Museum

The first public institution in the world dedicated to presenting the international history of espionage.

National Archives

The National Archives houses the original Declaration of Independence, the Constitution, the Bill of Rights and more than three billion historical records.

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CLIMATE

Month	Highs		Lows	
January	45° F	5°C	30° F	-1°C
February	46	8	29	-1
March	54	12	36	2
April	66	19	46	8
May	76	25	56	14
June	83	29	65	19
July	87	31	69	20
August	85	30	68	20
September	76	26	61	16
October	68	20	50	10
November	57	15	39	4
December	46	8	32	0

PROPERTY

The Hay-Adams boasts Washington’s most prestigious address – across from the White House.

The historic setting offers convenient access to the business district as well as most of the city’s attractions, the majority of which are within walking distance.

An extensive, 20 million dollar renovation of the hotel’s guest rooms, corridors and public spaces was completed in 2002. Modern amenities such as high speed Internet WiFi Access & component audio systems complement the hotel’s traditional luxury.

TRANSPORTATION

Three airports service the Washington area. The Ronald Reagan Washington National Airport (DCA) is seven miles (11 km) from the Hotel and handles all major national airlines. The Washington Dulles International Airport (IAD) services all national and international airlines and is 26 miles (42 km) west of Washington. The Baltimore Washington International Airport (BWI) services all major national and international airlines from its position 30 miles east of the city.

A Hotel Town Car is available for transportation within Washington on weekdays from 7:00 am to 11:00 am & 4pm – 7pm. Rental cars, self-park and valet parking are also available.

Guest Rooms and Suites

The world’s most discriminating travelers find the Hay-Adams to be the ideal Washington headquarters. Accommodations and services are planned especially to satisfy refined tastes.

White House View King

Featuring a direct and unobstructed view of the White House & Lafayette Square. Each room is thoughtfully equipped for both business and pleasure including an executive desk, component audio system, three dual line telephones and marble bath. French doors that open onto small balconies in selected rooms.

St. John’s Church View King

Offering a scenic view of the historic St. John’s Church, known as the “Church of the Presidents.” These rooms are elegantly appointed with armoire, executive desk, marble bath and three dual line telephones. Ornamental fireplaces and balconies in selected rooms.

Deluxe Guest Room

These rooms are elegantly appointed with an executive desk, armoire, CD player, marble bath and comfortable reading chair and ottoman. Each room offers high speed & wireless Internet access and three dual line telephones. Ornamental fireplaces in selected rooms.

Junior Suites

These spacious junior suites overlook Lafayette Park and the White House. Every suite features a bedroom area (with a king bed) and includes a parlor area furnished with two sofas, chairs, coffee table, executive desk and armoire. Ornamental fireplaces in selected suites.

Church View Suites

These spacious, residential suites overlook St. John’s Church and 16th Street. These suites offer a living room that is separate from the bedroom and are complemented by an executive desk, component audio system, armoire and large marble bath with double –sink vanity, separate shower and large soaking tub.

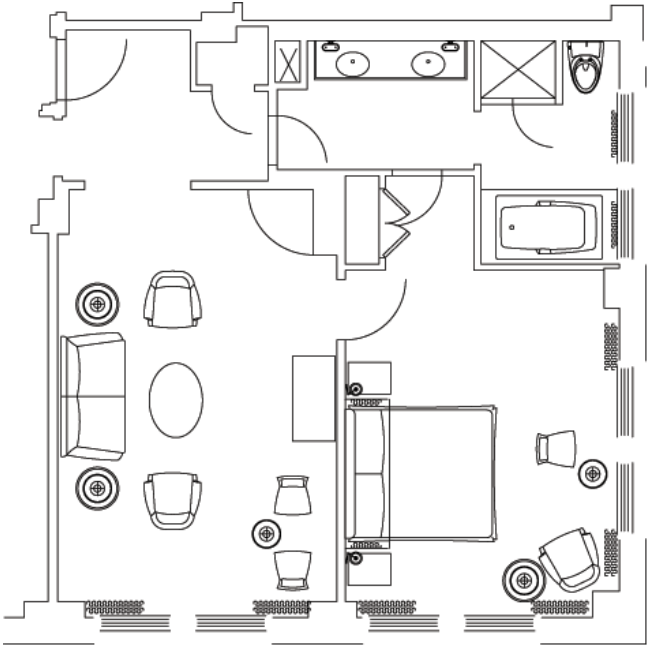
Park View Suites

These large, elegant one or two-bedroom suites overlook Lafayette Park, the White House and St. John’s Church. The living room can comfortably seat up to 8 guests and includes a dining table, an executive desk, armoire, guest bathroom, CD player. Ornamental fireplaces in selected suites.

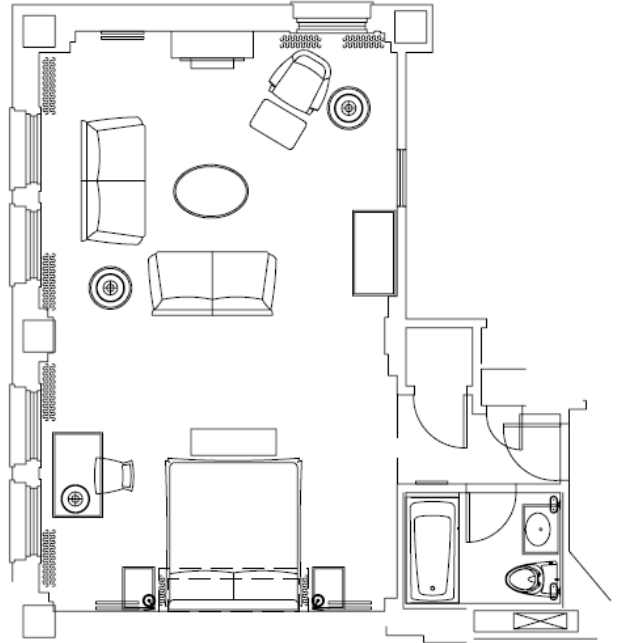
Federal / Presidential Suite

These extraordinary suites feature two separate rooms: an expansive corner living room with a breathtaking, panoramic view of the White House, Lafayette Park and St. John’s Church, and a luxuriously appointed king-bedded master bedroom with a White House view. The dramatic and spacious living room includes a large dining table, two sofas including one full-size pull-out sofa, coffee tables, arm chairs, armoire with TV and mini-bar, home entertainment center including Bose music CD system, and deluxe marble bathroom with shower stall. The master bedroom includes a marble bathroom with separate shower & tub with all brass fixtures, digitally controlled heating and air-conditioning, writing desk, high-speed Internet Wi Fi access, CD Player, as well as armoire with TV and mini-bar. These suites may also be reserved as a two-bedroom suite upon request, with a connecting Church View room with either one king or two double beds.

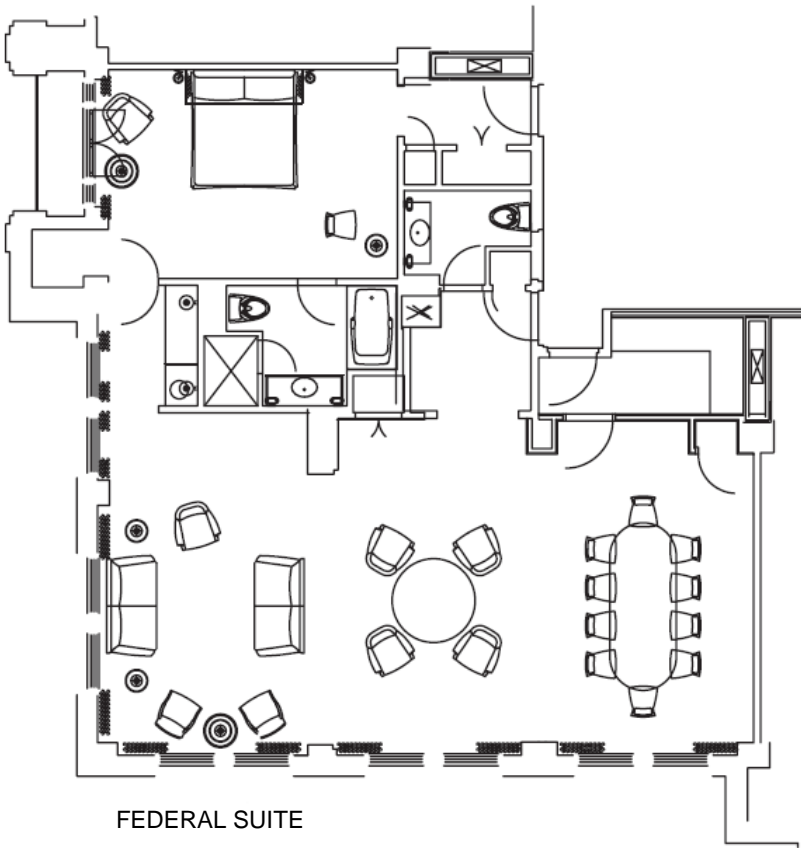




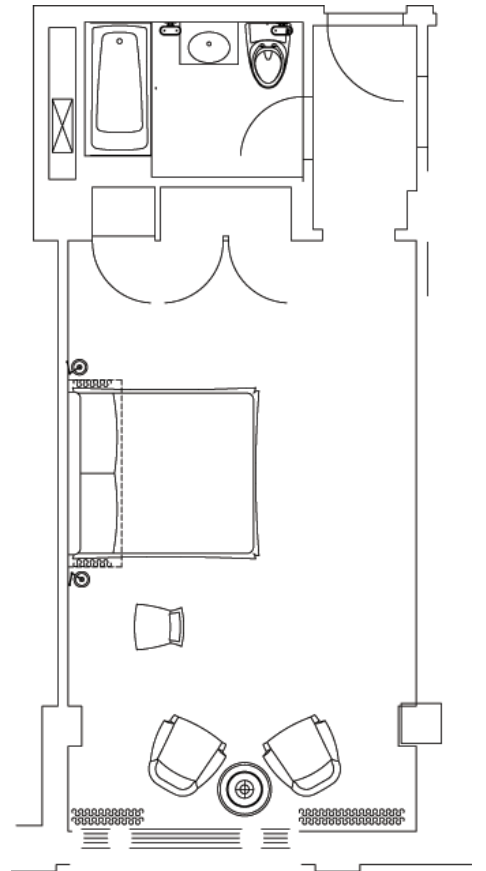
CHURCH VIEW SUITE



JUNIOR SUITE



FEDERAL SUITE



KING ROOM

FOOD & BEVERAGE/CATERING

The Hay-Adams is known for its award-winning cuisine, renowned for its quality standards and remembered for its creative presentation. Our timeless settings are enhanced only by breath taking views overlooking the White House. (Dietary restrictions and special menu requests are happily accepted by our Chef)

RESTAURANTS

The Lafayette

Welcomes you to one of Washington's foremost dining experiences. Culinary artistry seasons the freshest ingredients with tantalizing flavor and unexpected enjoyment. Views of the White House highlight Lafayette's decor to create the quintessential Washington setting for gracious dining.

Off The Record Bar

Washington's place to be seen, but not heard - favored by Washington insiders.

Food and Beverage Hours of Operation	
Lafayette Room	
Breakfast (Mon-Fri)	6:30am – 11:00am
(Sat-Sun)	7:00am – 11:00am
Lunch (Mon-Sat)	11:30am – 2:30pm
Sunday Brunch	11:30am – 2:00pm
Dinner (Mon-Fri)	5:30pm- 10:30pm
Off The Record Bar	
Cocktails	11:30am
All Day Fare (Mon-Sun)	11:30am – 11pm

CONFERENCE AND BANQUET FACILITIES

The Hotel offers over 6,000 sq.ft. of meeting and banquet space in 5 banquet rooms and one private dining room. Parties and galas may enjoy exclusive use of the roof terrace, which overlooks the White House. The Hotel offers full-service event planning for weddings, Bar/Bat Mitzvahs, galas and socials.

Technical Assistance

On-site audio-visual staff can accommodate all technical needs from a supply of state-of-the-art equipment. The Hotel continually updates its presentation equipment and keeps pace with changing technology.

Electrical Outlets

Voltage capacity meets or exceeds standards

MUSIC AND ENTERTAINMENT

The catering managers will be happy to assist with setting up any type of music or entertainment for guest receptions.

RECEIVING/ MAINTENANCE

Receiving

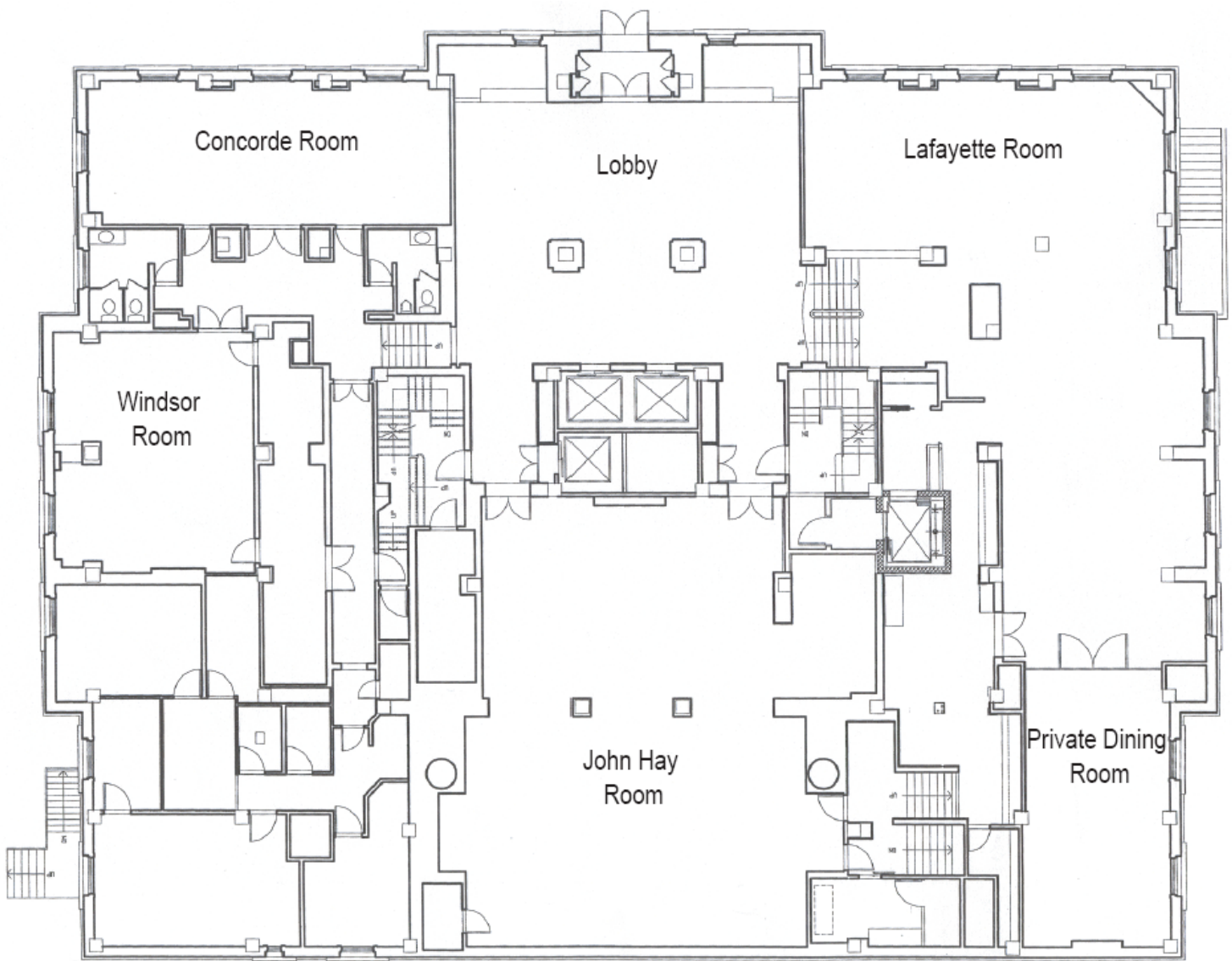
The Hotel features a full-service shipping and receiving office. All packages should be sent to the attention of the group's name and its Conference Planner. They will be stored in a separate conference storage area. Limited space is available for the storage of large items.

Please time shipping to the date of the group's arrival.

Maintenance

The Engineering Department is available 24 hours a day for general assistance with lighting, room temperature control and minor repairs.





MEETING FLOOR PLANS – GROUND LEVEL

Rooms	Dimensions (ft.)	Size	CAPACITIES					
			Reception	Banquet	Theater	U-Shape	Conference	Classroom
John Hay Room	2,835	49' x 38'	175	150	75	40	36	50
Rooftop Terrace	2,200	97' x 96'	225	-	-	-	-	-
Concorde Room	648	16' x 40'	75	50	60	24	30	32
Windsor Room	572	22' x 26'	50	30	30	18	20	28
Lafayette Room	1,954	86' x 40'	150	125	-	-	-	-
Private Dining Room	416	26' x 16'	25	25	-	-	16	-

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GUEST SERVICES AND FACILITIES

- 24-hour multilingual Concierge service
- 24-hour Room Service
- Same-day and overnight valet service
- Express Check-out
- One-hour pressing
- Twice daily housekeeping service, with evening turndown
- Non smoking floors
- Complimentary High Speed & Wireless Internet Access
- Complimentary local,800 and credit card calls
- Complimentary morning newspaper (Monday through Saturday)
- Complimentary overnight shoeshine
- Comp 24 hour Business Center

In-Room/Suite Amenities

- Three telephones in each room (two are speakerphones with second data port line)
- Voice Mail messaging system
- Direct in dial phone lines
- In-room safe
- Plush Micro-fiber bathrobes & slippers
- Down-filled duvets and pillows (hypo-allergenic cotton available)
- Hair dryers and Make-up Mirrors
- Iron & Ironing Board
- Fine toiletries and milled soaps
- Bathroom phones
- Silk padded hangers; wooden suit and skirt hangers
- Individual heat and air-conditioning controls
- Windows that open
- Humidifier and ionizer available upon request
- Each guest room/suite offers BOSE CD Music system with an assortment of CD's

VIP Gifts

Special arrangements can be made for clients to purchase welcome amenities for their VIP guests

SPOUSE, COMPANION PROGRAMS**Off-Site Activities**

- Monuments by night tour
- Docent tour of the National Gallery of Art
- Trolley tour
- Visit to George Washington's home, Mount Vernon
- Moonlight boat trip on the Potomac
- Guided Walking tours of Washington , DC
- Tour International Spy Museum

BUSINESS SERVICES

A 24 hour complimentary Business center is available, equipped with computers and fax machine, copier and office supplies. Complimentary Hi-speed Internet & Wi Fi Access is available in the meeting room and public areas. Other services available through the Concierge include secretarial, typing, translation and the loan of pagers & cell phones.

RECREATIONAL FACILITIES**Off-Site**

Two public golf courses are located 30 – 50 minutes from the Hotel. The Lansdowne Conference Resort has a Robert Trent Jones, Jr.-designed golf course, with a slope rating of 130, a course rating of 74 and a 72 par. The Penderbrook Golf Course has a slope rating of 330, a course rating of 72.1 and a 71 par.

Tennis is available 10 to 15 minutes from the Hotel. The Washington Tennis Center has five indoor courts and 25 outdoor courts (available in the summer only). Ten of these have hard surfaces and 15 are Har-Tru surfaces. The hard surface courts are lit for night play. The 5 courts at the East Potomac Park are hard surfaced and are lit for night play.

