



WINPISINGER CENTER TRAVEL CHECKLIST AND TIPS

For the travel day:

- _____ Keep your travel itinerary handy at all times and arrive at the airport two hours before your flight.
- _____ Pack a carry-on with a change of clothes, all medications, and toiletries/personal items in case your luggage gets lost.
- _____ Bring snacks, especially if your flight doesn't include meals. No meals are served at the Center until Sunday Brunch (9:00am-11:00am). However, there are vending machines on the 1st floor.
- _____ If you have a flight delay, **please notify the W3 Center immediately at 301-373-3300**. Leave a message if no one answers, phones are checked throughout the day. When you leave a message, provide your full name and mobile number.

Once you land/getting to the Winpisinger Center:

- _____ When you arrive at BWI, go to the lower level to claim your luggage. From the lower level, **exit door 14 and cross to the second curb** to wait for the W3/IAM vehicle, which runs between 4:00pm and 8:00pm. The vehicle is clearly marked with an IAM logo on the sides and will take you from the airport to the Depot.
- _____ The Depot is open from 4:00pm -8:30pm and is located at 2600 Cabover Drive, Suite N, Hanover, MD, 21076 and the phone number is 240-572-3176.
- _____ At the W3 Depot there will be a place for you to wait. Light snacks and drinks are available and there are several fast food restaurants within walking distance. TV and Wifi are available.
- _____ **The only transportation to the W3 Center is Saturday night at 8:30pm.**
- _____ If you tell us you will ride the bus, please do so. If your plans change (you catch a ride with someone else or decide to rent a car, for example) **please call the W3 Center at 301-373-3300** and notify the guard or leave a message.
- _____ The bus will arrive at the W3 Center around 10:30pm. When you arrive you will check in, get your room key, and receive a packet with W3 Center rules, your schedule for the week, and other helpful information.

Things to know when planning your visit to the Winpisinger Center:

- _____ The rooms have hair dryers but you should bring any toiletries or personal items you will need.
- _____ The rooms have irons and ironing boards, and DIY on-site laundry is available in the dorms.
- _____ There are no telephones in the dorm rooms and mobile reception is inconsistent. You can provide a family member or other contact with the W3 number (301-373-3300) and messages will be delivered to you. Emergency messages will be delivered immediately.
- _____ Credit and debit cards are accepted in the gift shop and there is an ATM and a change machine located in the lobby.
- _____ Most members find that about \$150 in spending money is enough for items from the IAM gift shop, gratuities, and donations to Guide Dogs of America and the Machinists Non-Partisan Political League.