



Hotel Services

Telephone Extension

- Airport Transportation** 2617
Shuttle Service to Logan International Airport is available daily. Standard shuttle hours are from 6:30am - 5:30pm. Please visit the concierge desk to make a reservation.
- ATM Machines**
ATM is located in the Grand Lobby across from the shoe shine.
- Barbershop/Beauty Salon** 2378
Located downstairs in the lower lobby, next to the fitness center. Please call for an appointment.
- Bell Desk/Luggage Services** 2291
Located in the Grand Lobby, available daily 24-hours.
- Business Center Services** 2428
Located on the Mezzanine Level (second floor). Open daily 24-hours with guestroom key access.
- Catering/Convention Services** 2281
Whether a traditional gathering or a kosher event, all social and corporate needs can be arranged through the Catering Department.
- Check-Out Time** 2247 or 2237
Check-out is 12:00 noon. If you wish to extend your departure time, please contact the Guest Services Manager.
- Dry Cleaning/Laundry** 2276
Laundry services are offered daily and include laundry, pressing and dry cleaning. Orders sent from the hotel at 8:30am will be returned same day by 6:30pm. Simply complete the in-room laundry/valet slip, place all clothing in the laundry bag provided, and call to notify the Laundry Department for pick-up.
- Express Check-Out Service** 4688
Simply call the extension and leave your name, room number and expected time of departure.
- Fitness Center**
Located in the lower lobby, the fitness center is open 24-hours a day with guestroom key access. Adult supervision is required for children 16 years and younger.

*50 Park Plaza at Arlington Street | Boston, MA 02116-3912
Tel: 617.426.2000 | bostonparkplaza.com
Reservations Fax: 617.423.1708 | Hotel Guest Fax: 617.426.5545*



Telephone
Extension

Group Sales 2241
Our wide variety of private meeting space offers the perfect venue for any group need. Our team of group sales professionals will assist you with arranging all the details.

Guest Services 5
For any needs you may have please call Park Response by dialing 5 on any house phone.

High Speed Internet Access 2237
Available in your guestroom for an additional charge. Please contact our Guest Services Manager for details.

Ice Machines
Located on every guestroom floor near the guest elevators, across from the emergency stairwell.

Lost and Found 2307

Room Service 2383
Available daily 24-hours.

Safe Deposit Boxes and In-Room Safes 2428
For your protection, in-room electronic safes are located in the closet of each guest room. We recommend that you secure your valuables and jewelry in the in-room safe. **To lock the safe** - close the safe door and enter a 4-digit code, then press the lock button. **To unlock the safe** - re-enter the 4-digit code. Additional safe deposit boxes are also available at no extra charge at the front desk.

Security 2307
Our hotel offers an on-site security staff 24-hours a day.

Setting the Alarm
To set - tune into a radio station of your preference and adjust the volume. While holding down ALARM select "A" RADIO (for the radio) or "B" BUZZER (for the buzzer), press either + or - under TIME SET until the desired time appears on the display. The alarm will come on at the selected time and will automatically turn off after 59 minutes. If you set ALARM "A" or ALARM "B" for the same time, only ALARM "A" will work.
To shut off - press RADIO or / ALARM RESET / OFF.
To cancel - hold down the ALARM "A" or ALARM "B" button and press RADIO OFF / ALARM RESET / OFF.
To snooze - press SNOOZE / DATE / SLEEP OFF. The alarm will shut off and come on again in 6 minutes. You can repeat this process as many times as you like. Or you can contact the hotel's operator by dialing 0 to request a wake-up call.

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Shoeshine Service

Available in the Grand Lobby, near the Valet Entrance. Hours are Monday – Friday, 9:00am - 6:00pm and Saturdays, 10:00am - 4:00pm.

Smoking Areas

The Boston Public Health Commissions *Clean Air Works Workplace Smoking Restrictions Regulation* creates an entirely smoke-free zone within the hotel including all guest rooms and areas adjacent to the building where employees perform their duties. In addition to city violation fines, the hotel will assess a \$250 cleaning fee for smoking in a guestroom. Smoking is permitted in the small park located across the street from the Valet Entrance.

Taxis

Available 24-hours at the hotel’s Main Entrance.

The Towers Level Concierge Floor

2488

Towers Level guests are granted exclusive access to the Towers Level Lounge. The Towers Lounge is open 24-hours a day and offers complimentary Continental deluxe breakfast Monday – Friday, 6:30am – 9:30am and Saturday – Sunday, 7:00am – 10:00am. Complimentary afternoon hors d’oeuvres with a fully stocked cash bar are also available from 5:00pm – 7:00pm. Additional features include Wireless Internet Access, large flat screen plasma television, private seating areas and spacious work areas. Guestrooms include complimentary telephone calls and High Speed Internet Access.

Valet

2377

Located at the Columbus Ave. Entrance. For rates please visit bostonparkplaza.com/parking

Vending Machines

Located on every other guestroom floor near the guest elevators, across from the emergency stairwell.

Wake-Up Calls

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Simply contact the hotel’s operator to request a wake-up call.