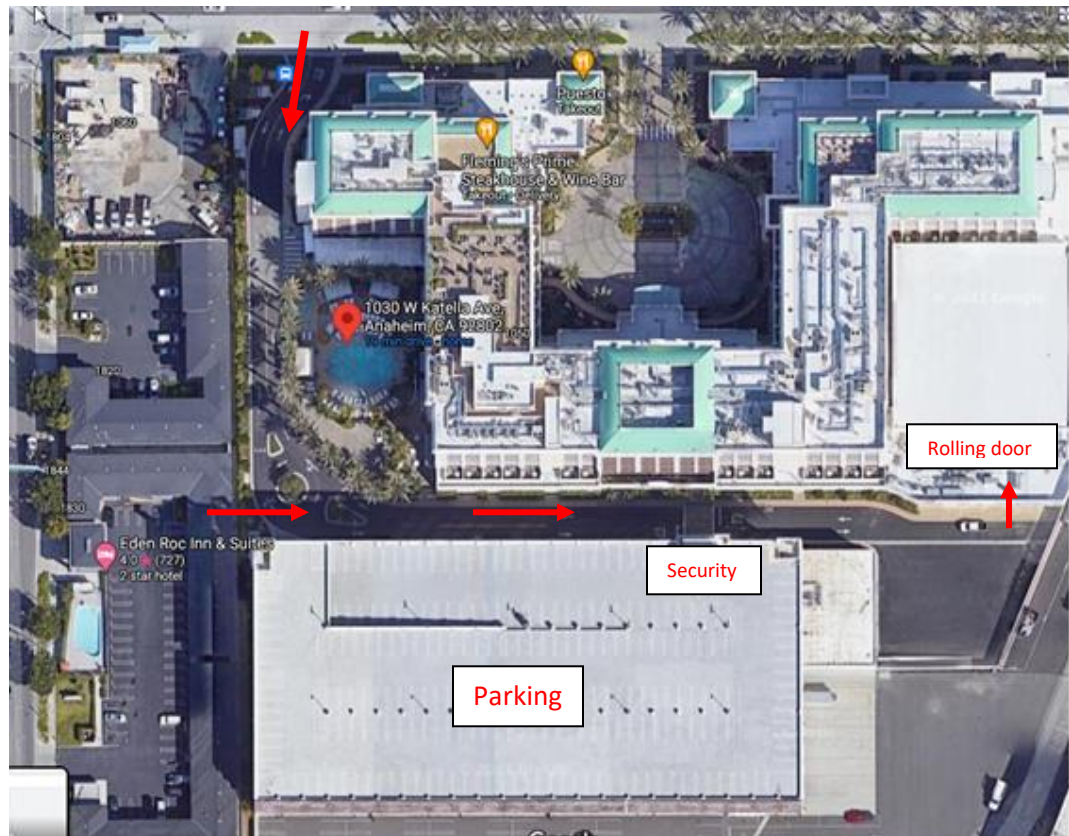


# VISITOR ACCESS INSTRUCTIONS

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1. Enter property by using the side entrance on Katella Ave (located right before the building)
2. Following the "Deliveries" signage, use the roundabout to make a left turn and you will come to a gate
3. Press the button to call for security
  - Identify yourself and the reason for your visit, please be sure to mention your Catering/Event Manager to Security for prompt assistance
4. Security will open the gate
5. Register with security, located on the ground level of the parking structure, before unloading. **ALL vendors and visitors must sign in with security prior to working inside the hotel.**
6. Visitors, Contractors and Vendors who will be conducting business on property will be issued a Visitor Badge that must always be worn while on property. All Visitors must have a valid Government Issued photo ID to receive a visitor badge.
7. Vendors that do not need access to the loading dock to load or unload, still need to pass by security to register after self-parking and prior to entering the hotel
8. Proceed to load-in area. Use rolling door behind the building to unload
9. Please contact your Catering/Event Manager who will assist with accessing the designated location
10. After unloading, ALL vendors and visitors must self-park in the parking structure, please note that the maximum height to enter the parking structure is 8'
11. Larger vehicles and trucks must find alternate parking location as the hotel does not have parking available for larger vehicles and trucks. Please contact your Catering/Event Manager for alternatives
12. Once finished, pass by Security to return your badge and obtain your complimentary parking sticker prior to leaving.



# THE WESTIN

ANAHEIM RESORT

