Dear Conference Client,

Saint Mary’s College of California’s Conference Services is pleased to have the opportunity to partner with you for your upcoming program at Saint Mary’s.

Founded in 1863 by the Roman Catholic Archdiocese of San Francisco, Saint Mary’s is one of the oldest and most distinguished colleges in the West. Located in the San Francisco bay area, Saint Mary’s is in the heart of one of the most beautiful and diverse regions of the United States. Your program participants can take advantage of the College’s close proximity to San Francisco, the Sierra Nevada, the Pacific Ocean and Silicon Valley as well as offering a wide variety of diverse museums and many national parks for our visitors to enjoy.

Our campus is ideal for groups; small enough to easily navigate and large enough to provide participants with the genuine sense of college life in a safe and friendly environment. We offer to our programs:

- Delicious dining with a wide variety of choices
- Comfortable living quarters (summer only)
- State of the art classrooms
- Recreational spaces including picnic, barbeque, volleyball, tennis and swimming
- Conference center for meeting space and social events such as birthday parties and anniversaries

The Conference Planning Manual is available online through our website at http://www.stmarys-ca.edu/for-community-visitors/conference-planning-manual. The online Conference Planning Manual provides a paperless, easily accessible means for accessing the various documents. The indexed documents contained in this manual provide a detailed explanation of Saint Mary’s conference policies and guidelines, as well as essential reference information of which you will need to be aware of during your program’s time on campus.

The Saint Mary’s Conference Services team will be happy to answer any questions that you may have concerning these planning materials. In the meantime, we look forward to assisting you in creating a successful and rewarding program for your participants and staff!

Sincerely,

Marie Lucero
Director, Campus Housing & Conference Services