



GUEST SERVICES

Airlines

American Airlines	1-800-433-7300
Delta Airlines	1-800-221-1212
Southwest Airlines	1-800-435-9792
United Airlines	1-800-241-6522

Airport Details

Manassas Airport.....10600 Harry Panish Blvd. Manassas, VA
 Washington Dulles Int. Airport..... 45425 Holiday Dr., Dulles, VA
 Reagan National Airport.....1 Aviation Circle Washington, DC
 The front desk is able to assist with reconfirmations. Airlines may be reached at the number shown.

Air Conditioning & Heating

Controls are located within the unit. Please allow 15 minutes for the units to achieve the desired temperature. Mechanical fans are available 24 hours if there is no air conditioning.

ATM Facilities

A 24 hour ATM is located in the lobby for your convenience.

Auto Rental

Brandermill Auto Rental.....	804-744-7371
Alamo	800-327-9633
Avis.....	800-331-1212
Budget	800-527-0700
Dollar	800-800-4000
Enterprise	800-736-8222
Hertz	800-654-3131
National	877-227-7368
Payless	800-729-5377
Thrifty	800-847-4389

Banking

United Bank is located adjacent to the hotel at 10830 Balls Ford Road. Please call for banking hours of operation at 703-366-3351.

Banquets & Catering.....Dial "7310"

For private meeting rooms or special parties, a full range of fine banquet and meeting rooms are available from 7:00 am to 11:00 pm. Our catering staff will be happy to assist you.

Bar & Restaurant/ Picnic Pavilions

Addy's Bar & Grill is located within the hotel. Hours of operation are Monday through Thursday 5:00 pm to 11:00 pm, Friday through Saturday 5:00 pm to 1:30 am and closed on Sunday. Room service is also available from the restaurant to your room. Please see the menu enclosed within this directory. Please feel free to use our outdoor BBQ grills in the courtyard garden area. Propane and charcoal are not provided but can be purchased at the front desk.

Bottled Water

Bottled water is available 24 hours a day upon request at a cost of \$1.50.

Breakfast

We offer a full breakfast buffet daily in the restaurant from 6:00 am to 9:00 am Monday through Friday and from 6:30 am to 9:30 am on Saturday, Sunday, and holidays.

Business Center

Our business center is located in the lobby and is available 24 hours a day. Fax and copy service are located at the front desk. A data port is located above the desk in your room. Extension cords are available for your convenience from the front desk.

Candles & Incense

The use of candles and incense is not permitted.

Check Cashing

Personal checks will not be accepted.

Check-In

Check-in time is 3:00 pm.

Check-Out

Check-out time is 11:00 am, however, if your departure schedule does not coincide with our check-out time, please contact the front desk. Every effort will be made to accommodate you.

Children 12 & Under

Stay for free in same room with parent(s).

Coffee & Tea Service

Coffee and tea service are provided in all rooms. In addition, there is a 24 hour coffee and tea station located within the lobby.

Copy Service

Copy service is available at the front desk 24 hours a day. The charge for hotel guests is 5¢ per copy.

Credit Cards Accepted

We accept American Express, Diners Club, Discover, MasterCard, and Visa.

Cribs & Rollaway Beds

Cribs and rollaway beds are available as a special request item through the front desk for a cost of \$10.00 per night. The number of cribs and rollaways available are limited and will be provided on a first come, first served basis.

Dinner Delivery

Dinner delivery is available. Menus are in the guestroom or are available at the front desk. For other dining options, please contact the front desk.

GUEST SERVICES

Drink & Vending Machines

Machines are conveniently located just outside the lobby doors in our courtyard.

EmergencyDial "911"

In the event of an emergency, medical or otherwise, please contact emergency services or the front desk for immediate attention.

Fax Machine

Fax service is available at the front desk 24 hours a day. Our fax number is 703-368-1808.

Fitness Center

Planet Fitness is located across the street at 7680 Stream Walk Lane. Contact 703-530-0123 for more information. It is open 24 hours a day.

Front DeskDial "0"

Contact the front desk 24 hours a day if you need any assistance.

Forget Something?

If you forgot to pack your soap, shampoo, conditioner, toothbrush, toothpaste, razor, shaving cream, comb, sanitary napkins, shower caps or sewing kits, please contact the front desk staff for a complimentary replacement.

HousekeepingDial "0"

Housekeeping service is provided daily. Special needs or extra amenities are available upon request 24 hours a day.

Ice Machines

Ice is available for all guests. Please refer to the property layout for the location of each machine.

In-Room Features

For your convenience we have provided within your guestroom a television with remote control, iron and ironing board, coffee maker, hair dryer, and clock radio. If you have any questions regarding the operation of these items, or with your heating and air conditioning unit, please contact the front desk for instructions.

Internet AccessDial "0"

A data port is located in your room. Extension cords are available for your convenience from the front desk. We offer a free wireless internet connection for your use. You will need to have your own computer and a wireless network card installed to be able to receive this service.

Laundry ServicesDial "0"

Coin-operated washers and dryers are available 24 hours a day on the second floor. Change can be made for the machines from the front desk.

Loss & Damage

Please be advised you will be held responsible for loss of or damage to any property during your stay.

Lost & FoundDial "0"

Please contact the front desk for articles that have been either lost or found. Housekeeping will retain lost property for three months before disposal.

Luggage & Storage Assistance

Luggage and storage assistance is available 24 hours a day. Please contact the front desk. There is a luggage rack located in the lobby.

Mail & MessagesDial "32"

The flashing light on your telephone signals a message or mail, please contact the front desk. Stamps are available at the front desk for purchase.

Newspapers

Complimentary newspapers are available in the lobby.

Parking

Complimentary parking is available for all registered hotel guests. The hotel cannot be responsible for items left in vehicles on the hotel property.

Pet Policy

Pets are permitted at an additional fee. Our pet walking area is located at the rear of the hotel.

Recreational Facilities

Our recreational facilities include a horseshoe pit in the courtyard. Hours of operation are 9:00 am to 9:00 pm, horseshoes are available at the front desk. Dart boards are available in Addy's from 5:00 pm until closing.

Reservations

Please let us confirm your advance reservations.

Room ServiceDial "7317"

Room service is available from 5:00 pm to 10:00 pm, Monday through Saturday.

Safe Deposit Box

Please do not leave money or valuables in your room. Under state law the hotel cannot be responsible for the loss of articles unless properly secured in the safe located in your guestroom.

Smoking Policy

Our hotel is now 100% non-smoking. A room recovery fee will be charged if you smoke in your guestroom. Ashtrays are located on the walls outside for your convenience.

Battlefield Inn

10820 Balls Ford Road, Manassas, VA 20109 P: (703) 361-8000 Reservations: 1 (800) 528-1234