

# Accessing the Elevator at the Center for Philanthropy



The Center for Philanthropy is located at **221 NW 2nd Ave, Portland, OR 97209**. You can find information about transportation and parking options on our meeting rooms webpage: **[thecenterforphilanthropy.org/meetings](https://thecenterforphilanthropy.org/meetings)** (scroll down to step four).

Once you arrive, please enter the first-floor lobby. Doors are unlocked during our business hours of 8:30am–5pm, and this code will only work on the elevator during these hours.

Your elevator access code is **50262#** (Enter all five numbers and then #.)

**1.** Type your elevator access code into the keypad on the outside of the elevator. The light on the keypad will turn green.



**2.** Press the elevator call button.

**3.** Type your access code into the keypad on the inside of the elevator. The light will *not* turn green.



**4.** Press the button for the third floor. The light will blink on and then turn off before the elevator starts moving.

Once on the third floor, the **Ramona Room** is the large meeting room behind the glass partition directly to the right when you leave the elevator and straight down the hall with all the windows. The **Arthur Room** is the smaller meeting room past the Ramona Room, at the end of the hall just before the patio.

**Tip:** Screen shot this page and save it in your phone for easy access.