



#SafeCon Checklist

Before Con

Before the convention you should familiarize yourself with procedures and location!

- ✔ Visit **PortConMaine.com**. Read the policies under the **Information** tab.
- ✔ By June 1st the **schedule** will be online. Check out the events!
- ✔ Familiarize yourself with the **map** of the con on the website under information and location.
- ✔ Remember to pack a **water bottle** – no cups will be provided at the convention!
- ✔ Have concerns you want to notify staff about before the event? **Contact us** at any time!



**See Something?
Say Something.**

**Need help?
Find Staff!**

During Con

During the convention please help make the environment safe for all!

- ✔ Be **kind** and **respectful** to others, including other attendees, staff, and anyone within the hotel or mall spaces.
- ✔ Help others feel **safe** – weapon check your props and **DO NOT** wear masks or bring weapons to the Maine Mall.
- ✔ **Respect** the laws and others around you. Make sure to be appropriately dressed in public and follow South Portland ordinances regarding dress.
- ✔ Keep the environment **clean!** Dispose of trash properly and pick up after yourself.
- ✔ **Support** the needs of others – do not change in handicap stalls, park in handicap areas, or block those who need additional access assistance from rooms or halls.
- ✔ The convention is service animal only. The hotel has its own policies regarding in-room animals; please check their website or call them for more info!

After Con

After the convention please help us make sure the event was safe and that future years continue to be so!

- ✔ Visit our website or Facebook page for the **feedback** survey link and let us know how it went!
- ✔ Want to help us and become a part of the process? Consider **signing up** for staff next year to help us remain a #SafeCon!
- ✔ **Continue** to be an awesome community member. Model respect, awareness, and kindness to others to help create a better convention environment for all!



(331) 704-0927

Uncomfortable seeking people out at con but still want to let us know what's going on or talk to someone about it? We have a convention phone number! Text or call and we will get back to you as soon as possible!

Have Questions or Need Help?

- ❓ Visit the Facebook group as linked from the website and ask the community for help!
- ❓ Look through the website and see if there is a contact email regarding your specific question (i.e. cosplay has its own listed address!)
- ❓ Email the convention chair directly and they will answer or direct your question to a person who can! info@portconmaine.com
- ❓ Call us or text us! Our phone number is (331) 704-0927.



#SafeCon Steps



I have concerns to share before the convention

There may be some situations that you feel we should be aware of ahead of time (such as incidents of harassment or bullying that have taken place outside the convention). We are sympathetic to the difficulties this can cause, and we ask you to please email any concerns you have to INFO@PORTCONMAINE.COM.



I have a problem that occurred at the convention

We want everyone to have as safe a convention experience as possible and we take seriously the issues of harassment and bullying. If you, or someone you know, has experienced an issue during our event please contact any member of staff and they will do their best to assist you. If you are uncomfortable with or unable to contact a staff member in person you can call or text the convention hotline at **(331)704-0927**.



How can we help?

While we encourage people to seek support and help from their friends, as well as the proper authorities if needed, we will also do our best to handle difficult situations if the need arises. We take seriously the concerns of the community, and will do our best to handle difficult situations and ask that when possible people work together to find the best possible solution. At our event we will use restorative justice practices with trained, impartial staff members to aid in discussion so that all those involved are heard, addressed, and represented.



In Case of Emergency

PortConMaine staff includes CPR-certified volunteers who are able to assist in the treatment of minor bumps and bruises; they are not, however, trained to treat severe medical conditions. If you, or someone you know, is experiencing a medical emergency (such as seizures, broken bones, etc), or if you are witness to a law being broken: please contact **911** immediately. If you are unable to contact 911, find the nearest staff member for assistance.



Being Prepared

We understand that sometimes interactions with others can cause people to feel unsafe, anxious, or uneasy. Please let us know ahead of time and we will try to help be more aware of your situation. You may also consider the following helpful options to help yourself feel safer: contact the police if there is a matter of laws being broken, attend with a support group of friends who can help during difficult events, and make a plan ahead of time of what you can do in stressful situations.

Our Pledge to You

We want PortConMaine to be a safe, open, and accepting place for everyone and to be a neutral ground where we can all share in the mutual love for our hobbies. We ask that people treat others with kindness and respect, and work to resolve their differences amicably. In situations where that is not possible we want everyone to feel

confident that they can approach any staff member and that their concerns will be listened to and validated. We may not always be able to help in every situation, but we will do our best to try to ensure a safe and fun event for all attendees.