

## Guest Group Guidelines

We're excited to have the opportunity to host you at Wi-Ne-Ma Christian Camp! We trust the following guidelines will allow for a safe and successful stay.

The Retreat Leader should plan to check in with the Camp Office upon arrival for a 5 – 10 minute overview of important passwords and safety tips. Payment should be made at this time unless previously arranged.

Proper supervision of youth is required for all Guest Groups. Areas surrounding the lake, dunes, beach, and recreation spaces should be well monitored when in use. Please ensure that leaders and parents are aware of their supervisory duties while at Camp.

Guest Groups renting a portion of the Camp may share the grounds with other groups. Please respect the privacy and space of other groups. Do not enter buildings which have not been assigned to your group.

Neighboring houses and their property is to be respected. Please observe quiet hours between 10 PM and 8 AM.

Alcoholic beverages, marijuana, illegal drugs, tobacco products, vaping, and firearms are not allowed on the grounds.

Pets are not allowed. Contact the Camp Office for a list of area boarding facilities.

Skate boards, bicycles, roller blades, etc. are not permitted on Camp property.

Watch the tides and use the beach safely. Use caution with the ocean.

Use only designated fire pits and never leave fires unattended. Wi-Ne-Ma Christian Camp has one lakeside firepit, able to accommodate groups of over 200. The "Conversation Pit", located in the dune bowl, is another alternative for groups of up to 25. Firewood is provided by the Camp for Guest Group use. Please bring your own lighters and fire starters. The beach is state property; please observe Oregon Law and current regulations if you wish to have a fire on the beach. When fires are permitted by law, camp wood may be taken to the beach. Stay out of the dune grass and driftwood when building fires, as it is highly flammable.

All guests should bring their own bedding, toiletries and towels. The majority of our beds are twin size.

Guest Groups should plan to bring any sound or technology equipment they will need for their retreat. Patience Hall and Lakeside Lodge are each equipped with one projector screen and one podium for guest use.

Wi-Ne-Ma Christian Camp will provide tables and chairs for your meeting space. Groups will be responsible for setting up and arranging meeting spaces according to their needs. Please contact Guest Services prior to your arrival if you anticipate needing more than four tables so we can ensure they are supplied.

Wifi is available (although not guaranteed) in most buildings on Camp. The strongest signals can be found in Patience Hall, Lakeside Lodge, and the Dining Hall. The password will be given to the Retreat Leader at check-in, who may distribute it to guests as they see fit. Youth Leaders especially may consider encouraging their guests to unplug during their time here. Most cell phones will receive a signal at Camp, however, the level of reception varies by provider.

## **Recreation Areas**

Recreation spaces are shared by all groups in residence (up to 3 at a time). All recreation spaces are available to all groups at any time the duration of their stays. If there is a specific time you would like exclusive use of a shared space, please contact Guest Services as soon as possible to coordinate with the other groups.

A key for the tower slide and mini-golf closet will be given to the Retreat Leader at check-in. These areas should be well supervised and remain locked when not in use.

Camp Waterfront features may be opened during your stay for \$95 per 2-hour session. This includes our swimming area and our boat dock featuring 10 “funyaks”, 2 canoes, and lifeguards for each area. Please contact Guest Services prior to your stay to schedule waterfront time, available May – October.

Motorized watercraft are not permitted in Winema Lake. Adult retreat guests wishing to bring their own non-motorized watercraft may use Winema Lake at their own discretion. Minor retreat guests must be accompanied by an adult at all times when on the water.

Swimming is permitted only when a Wi-Ne-Ma lifeguard is present during scheduled waterfront times.

## **Food Service**

Meal times may be determined by the Retreat Leader during the retreat planning process. The Dining Hall is a shared space; please do not plan to use the Dining Hall as a meeting space for other activities unless approved by camp staff. In the event that we are serving multiple groups the same day, meal times will be varied in order to best accommodate all groups.

Our menu is determined by our Head Cook. When possible, Retreat Leaders will be contacted in advance with a variety of menu options to choose from. Hot food is served cafeteria style followed by a buffet line of either cereals (breakfast) or a salad bar (lunch/dinner).

Special diets can be accommodated in most cases (gluten free, dairy free, vegetarian, vegan, soy free, nut free, etc.). Special dietary needs should be sent to Guest Services at least one week in advance. Please be proactive about collecting special diet requests as a part of your retreat sign up process. Individual guests with multiple special dietary needs will be considered according to our capabilities. We can provide refrigeration space and a microwave for those who prefer to bring their own accommodating food.

## **Check Out**

Gather all of your personal belongings, checking under the beds and in cubbies/drawers. Cabin leaders should double check the space for forgotten items and attempt to return them to their owner. If you believe you’ve left something behind, please contact the Camp Office as soon as possible after your stay.

Trash should be placed in outdoor cans or dumpsters. Dumpsters are located on the west side of Patience Hall (#2) and South Pacific (#12). Do not leave trash on the porches, as it may attract animals.

Put away any tables, chairs, or equipment you’ve used during your stay.

Sweep the cabin floors. Carpeted spaces will be vacuumed by our custodial team.

Turn off the heat and lights.

**If you have any questions, please contact Guest Services at [tstalley@winema.org](mailto:tstalley@winema.org) or 503-392-3362.**