

**Orientation Bullet Points****Parking and Travel**

- Park in designated areas only
- Keep internal travel to a minimum
- Watch out for children
- Bikes, skateboards, etc are not allowed on the entrance hill
- Obey all signs
- 10 MPH speed limit
- Gate operation (code for entrance, road sensor for exit)
- You must clear the gate within 30 seconds or it will close

**Meeting Hall, Lodging, and all Buildings**

- Keep doors and windows closed when A/C or heat is on
- Keep A/C set above 68 degrees
- Do not write on or mark walls, doors, furniture, etc
- Return all tables & chairs where found unless broken or dirty
- Do not enter locked doors or rooms
- Use only your assigned meeting room(s) and lodging(s)
- Do not hang anything on walls or doors
- Treat room and equipment gently
- Do not change wiring connections on TV / VCR / DVD
- Do not move furniture without approval
- Take interior trash to outside bin (motels - porch)
- Extra cleaning charge if meals eaten in the meeting room
- Vacuum or other equipment is available on request

**Dining Hall**

- Line up at front right doors (southeast porch entrance)
- Prepaid guests must wear their wrist band for service
- Shoes are required at all times
- Coffee is available ahead of time for lodging guests
- Wait for invitation to enter the dining room as a group
- Please arrive at your appointed time or call 30 mins ahead
- Start at right rear corner with a tray and utensils
- Drink cups and pitchers are on your table
- Juice machine is on only in the morning
- Sit only at a table identified with your group's pathfinder
- Trays may be kept or set aside for collection
- Second helpings are welcome but, get a clean plate each time
- Return dirty dishes to the left rear corner of the dining room
- Throw away all trash in the can near the dish window
- Separate utensils, cups, and each dish by size

**Cafe**

- Scheduled times change weekly
- Menus and schedules are in the rack near the entrance
- Go directly to the kitchen serving line for service
- Pay before leaving the dining room (no tips are expected)

**Snak Shak**

- Schedule times change weekly
- Candy, chips, cookies, ice cream, drinks and more available
- Most items range from \$0.75 to \$1.50 ea.

**Store**

- Located in the office building off the main lobby
- Open during office hours
- Supplies, snacks, souvenirs, and more

**Activities and Equipment**

- Confirm your activities schedule
- Check for an 'exclusive use' schedule
- See posted rules and instructions in the activities center
- Most equipment located in open lockers outside near courts
- Some equipment stays at the game – Ex: Human Foos, 4 sqr
- Return equipment to proper storage location when not in use
- Use the right equipment for the right game
- Some equipment requires sign-out and deposit
- Ask for assistance if anything is needed
- Report breakage so it can be quickly repaired
- Treat the areas and equipment gently
- Dispose of all trash

**Golf Carts**

- Do not touch Lakewood's golf carts.
- Use personal or rented carts safely.

**Lakefront**

- Canoes and boats available during daylight hours
- Everyone must wear a life vest
- Life vests, paddles, and oars are located in the boathouse
- No more than 3 to a canoe or boat
- One of the 3 persons must be 16 or older
- Watch out for alligators and snakes around lake areas
- 2-Hour limit on usage of canoes and boats
- Return canoes and boats to rack (upside down)
- Return life vests, paddles, and oars to boathouse
- If you get muddy, wash off at an outdoor hose or faucet
- Do not bring mud into lodgings or bathhouse

**Pool**

- Open 10 AM to 10 PM
- No lifeguard on duty – you are responsible for your safety
- Under 16 must not enter area without adult (18+) supervision
- Observe all posted rules
- Modest swimwear required (no bikinis or Speedos)
- Keep water clean – shower off, no face paint, oils, etc
- No running, pushing, diving, or rough play
- Keep furniture 3' from pool perimeter
- No food in pool area
- No water balloons in pool area
- Do not play with safety equipment

**Campground**

- Take trash to dumpster (across from Magnolia Fire Circle)
- Respect for other's sites

**Fires**

- Abide by posted county fire restrictions when in force
- Fires are to be in approved fire rings or grills only
- Fires must be supervised at all times
- Wood is available through the office

**Clothing**

- Dress in a way that does not distract others from God-focus

**Smoking**

- No smoking inside or within 20' of any and all buildings
- No smoking near other non-smoking guests
- Cigarettes are to be extinguished and put in outside trash

**Drugs, Alcohol, Fireworks, Firearms**

- No alcohol, illegal drugs, fireworks, or firearms are allowed
- Guests should report any observed violation
- Violators may be asked to leave immediately

**Pets**

- No pets are allowed for the safety of guests and the pet

**Office Hours**

- Mo-Sa 9AM – 5PM, except Fr 9AM – 9PM
- Closed Sunday

**Paying the Bill**

- Payment is to be made upon arrival
- Additional charges shall be paid before departure
- There can be no payment on Sunday;
- pay before 2:00 PM on Saturday
- A 5% late fee applies to bills not paid before departure

**Quiet Hours**

- 11PM – 7AM daily
- Be courteous of other guests, neighbors, and staff

**Maintenance needed**

- Report all problems to a staff member in person or by phone
- We are here to help you with any needs

**Courtesy Phone**

- Is located on the front of the office building

**WiFi**

- Is available near the office area (limited bandwidth – no video)

**Contacting Us**

- Office 352-796-4097
- Administrator 352-610-0722