

# GUIDELINES FOR RANCH GUESTS

(Revised 6/3/09)

**Welcome to the Westerbeke Ranch!** We ask that you read this information to help make your stay more enjoyable. Our desire is to share our home with you so that you can experience a relaxing, refreshing time. If you have any questions, or have a problem, please let the office or your group facilitator know. We hope these guidelines are clear and we thank you for your cooperation in your observance of them. **SPECIAL NOTE:** It is essential to confirm in advance, with your meeting planner, if you have any special disabled needs that we should be aware of. We have limited ADA parking areas, bathrooms, and bedrooms. Since the Ranch was constructed in the 1930's, and is located on a hillside, we have very limited access. Thank you!

## CABINS

- **Room check-out time is 10:00 A.M.** Even though most groups stay beyond 10:00 A.M., we need the rooms vacated to allow housekeeping time to clean the rooms for the next group. You can leave your baggage on the porch of your cabins.
- We asked that you do not smoke in the cabins or in any building.
- Please do not remove any of the bedding from the rooms and do not use beds that are not designated for group use, this helps with our housekeeping. Please turn off heaters and lights when you are not in your room and do not leave valuables in your room, it is best to keep them locked in your car. We are not responsible for lost or stolen property.
- Also, country plumbing is sensitive, so please do not put anything in toilets except for human waste and small amounts of toilet paper.

## MEALS

- Before each meal there is a fifteen minute warning bell to make you aware your meal is about to be served, the second bell indicates that the meal is ready. Please arrive on time. Meals are served buffet style. After you've finished, clear your plates, glassware, flatware & napkins in the Cantina.

## 10:00 P.M. QUIET TIME

- We live and raise our children here and we encourage our guests to respect our home, as well as our neighbors, particularly the need for **quiet after 10:00 P.M.** Should your get-together continue after 10:00 P.M., the noise level must be kept at a minimum, especially in the hot tub and pool areas.
- Amplified music is not allowed, acoustic music must be cleared with the office and any drumming must be performed indoors.

## STORE & CANTINA

- We have a small store in the office that contains sundry items, as well as snacks and gifts. We also have a Cantina, located just off the main dining area in the Adobe, stocked with sodas, mineral waters, juices, beer and wine. Both the store and Cantina are operated on the honor system...start a written tab, which are provided, and keep track of all purchases. On your departure day, bring your tabs to the office to pay these charges.

## POOL & HOT TUB

- The swimming pool and hot tub are open from **8:00 A.M. to 10:00 P.M. daily**. Do not use glass containers and no alcohol or food are permitted in the hot tub.
- There isn't a lifeguard on duty so please use at your own risk. Children must be supervised at all times when in the pool or hot tub. Also, there is no running around the pool area. Please take the time to read all posted rules.

## TELEPHONES, FAXES & INTERNET ACCESS

- Besides having good reception for your cell phones, we have two guest telephones, one located in the Store and the other on the deck of the Blue Cabin. These are restricted lines, you can only call local, toll & emergency numbers. If you wish to make a long distance call you will need to use your phone/credit card or call collect. We sell long distance calling cards in the office. The office telephone is for emergencies only. If you must receive calls at the office, we will take a message and post it on the board. For internet access, we have a guest computer in the Store or, if you have a suitably equipped laptop computer, you can access our wireless network from several sites near the Ranch Office. Our fax number is (707) 996-7081 and we charge a nominal fee for it's use.

## MASSAGE

- We offer a wide range of massage styles in our massage studio. For scheduling and pricing please go to the office.

## HIKING & JOGGING

- Please pick up a trail map in the office before leaving for your hike. No smoking, alcohol, drumming or nudity out on the land. Be aware of poison oak and uneven surfaces for walking.
- We have 90 acres of open land for hiking. Stay on the north side of Grove Street. You can hike up to the Ropes Course and continue up the creek. Please respect our neighbor's land posted with "No Trespassing" signs.
- For jogging, follow the road leaving our parking area and turn left on Grove Street. Go approximately one mile to Carriger Road where you will turn left. There are many back roads in the area of Carriger Road to jog on. Cars drive fast on Grove Street, be careful and wear bright & reflective clothing.

## AFTER HOURS ASSISTANCE & EMERGENCIES

- In case of an accident, please notify a staff member immediately. We have an emergency medical kit, for minor injuries, in the office, above the guest computer, and on the deck of the Blue cabin, by the guest phone. We are very near medical facilities if needed. 911 calls can be made using a cell phone, the guest phone in the office, or the phone on the deck of the Blue Cabin.
- If you need after hours assistance, and it is something that cannot wait until we return in the morning, staff contact numbers are posted by the guest phones in the office and the Blue Cabin, the front door of the Adobe dining room, and various bulletin boards. You may make these calls using your cell phone, the guest phone in the office, or the phone on the deck of the Blue Cabin. *Thank you!*