



9275 Barnes Road • Toano, Virginia 23168

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Guest Usage Guidelines

May you experience the peace and joy of Christ, as well as rest and renewal during your time at WCRC. The rooms are absent from the everyday distractions of life (such as phones, tv, etc.) to encourage time for Bible study, prayer, and fellowship. We invite you to incorporate the use of the hiking trails and recreational options into your event as well.

General Information

- ❖ Please provide the office with your schedule and rooming list upon check-in.
- ❖ When the office is closed, a staff person carries a cell phone to respond to urgent needs. The number, (757-810-5795) is posted by all courtesy phones.
- ❖ A variety of recreation equipment may be signed out at the office. Groups may schedule one-hour time blocks for exclusive use of the courts or fields with the office.
- ❖ Outdoor meeting areas are available for group use, but should be scheduled in advance.
- ❖ Use of Pavilions or Tents should be scheduled with the office and may be subject to additional charges.
- ❖ Groups using Magnolia as a meeting room need to limit meeting times to the following:
9:30-11:30 AM; 1:30-4:30 PM;
7:30 PM-10:00 PM
- ❖ Damage or cleaning fees of up to \$200 may be assessed resulting from misuse of WCRC property or disregarding policies.
- ❖ You are welcome to move tables, chairs and other equipment within the meeting rooms to suit your needs. Please return the items to their proper place prior to your departure.
- ❖ Please do not remove furniture from the bedrooms or meeting rooms.
- ❖ If trashcans are filled, contact the office for a trash pickup.

Swimming Pool Information (summer only)

- ❖ There is no charge for lodged guests to use the swimming pool during regular hours. The group leader should request wristbands at check-in for the number of swimmers.
- ❖ Modest, one-piece swimsuits only.
- ❖ Towels are not provided for swimming pool use. Do not take WCRC towels from the rooms.

Policies (group leader is responsible to communicate these to the group participants)

- ❖ Smoking is not permitted in any building. Designated outdoor smoking areas must be arranged with the office.
- ❖ Alcoholic beverages and illegal drugs are not permitted on the grounds.
- ❖ Pets are not allowed.
- ❖ Quiet time in Oakwood Lodge and all outdoor areas is from 11:00 PM to 7:00 AM.
- ❖ Obey posted traffic signs. Use the parking area closest to your lodging. Only drive between buildings if you have physical limitations. Do not drive on the grass unless it is designated as a parking area.
- ❖ High standards of modesty are expected in your choice of clothing and swimwear. Modest, one-piece swimsuits only.
- ❖ Prior to leaving, please strip linens from the beds. The quilts and blankets should be left on the bed. In Oakwood Lodge, place all towels and linens under the coat rack. In Holly Cottage, put them in the hallway beside the door.

Meal Information

- ❖ Please arrive promptly at the scheduled meal time:
Breakfast – 8:00 AM
Lunch – 12:00 PM
Dinner – 5:30 PM
(6:30 PM Friday with prior arrangement)
- ❖ Meals are served buffet style and guests are welcome to return for seconds after all guests have been through the line.
- ❖ The food line is generally taken down 45 minutes after serving time.
- ❖ Please do not take *food or dishes* from the Dining Room.