

## Weekend Orientation

We are looking forward to having your group spend time with us, and we hope you are excited about your trip to a Dude Ranch. The following information will help you prepare for the unique and memorable experience.

- **ARRIVAL:** Between 8:00 and 8:30am. You will be greeted at your car and will be directed where to park and check-in. One leader will go to the office to check in and the other adults will go with your campers.
- **PAYMENT:** Due upon arrival in the form of a certified check, cash, money order, or credit card (a 3% charge will be added to all credit card transactions). No personal check or troop checks will be accepted. Don't forget to deduct the \$100 deposit. No pro-rating regardless of length of stay or changes to your groups final count.
- **LUGGAGE POLICY:** **NO HARD SUITCASES or WHEELED LUGGAGE** will be allowed in our facilities.
- **TRAILRIDES:** There will be two horseback rides for your group. Riding Schedule is posted next to the fireplace in the Ranchhouse. Be sure to arrive at the barn 10 minutes prior to your scheduled riding time. Children 7 years of age and older can go on the trails.
- **MEALS:** Includes Saturday lunch, supper and evening snack and Sunday breakfast and lunch. All meals are served buffet style in the Ranch House. Seconds are available (except dessert). Each group will have assigned tables and must clean up their eating area. Meal times will be posted. You can find our weekend menu on our website.
- **ACTIVITIES:** Recreational Activity Directors (RADs) will greet you Saturday morning. All daytime activities meet at the fire circle in front of Ranch House. We offer these activities Saturday from 10am through 5pm and Sunday from 9am through 3pm. Many activities are offered multiple times and be sure to check your riding schedule when choosing activities.
- **EVENING ACTIVITIES:** Saturday evening your group will go on a hayride, country-line-dance in the barn, play Bingo in the dining hall, eat a yummy snack, and sing around a campfire.
- **SWIMMING (June 1-Labor Day):** Pool rules are posted and apply to all guests. Please read them when you enter the pool area. Lifeguards are on duty to supervise and keep everyone safe, but adults also need to accompany and supervise children. Lifeguards have the final say at the pool.
- **BEDTIME:** Bedtime is at 9:00 on Saturday night. All guests must be in their dorms at this time. Adults in the dorm turn off the lights by 10:00. Horses round-up just before 7:00am and you are allowed to slowly and quietly head down to the barn to watch.
- **DORMS:** All guests should bring FRESHLY LAUNDERED pillows, sleeping bags, or bedding. **NO HARD SUITCASES OR WHEELED LUGGAGE** allowed in our facilities. All items including toiletries must be packed in clean or laundered bags. All adults with your group will be sleeping in the dorms with the children and provide all of the over-night supervision of the children. **WE DO NOT ALLOW ANY FOOD, GUM, CANDY, OR DRINKS IN THE DORMS (WATER IS ALLOWED).** **White Pines Ranch does not allow any alcohol on our premises**

- **EMERGENCY PROCEDURE:** In each dormitory there are two exits for emergency purposes. One is the door in which you enter the dorm and the other is to be used for emergencies only. In case of a fire, the meeting area for guests in the Ranch House is the fire circle. The meeting area for those staying in the Bunk House is at the volleyball court. WPR staff members will meet at these locations to assist. Remember, in an emergency you need to remain calm and follow directions. In the event of a tornado, people staying in the Ranch House should calmly walk downstairs to the dining hall and kneel next to west wall. People in the Bunk House need to calmly walk down to the barn and kneel near the west wall.
- **PHONES:** We have business landline phones in the office. No direct dial calls are allowed and children are not allowed to use the phone. If an emergency occurs during the night, please call Andee or Tracie by using the phone in the front office. If 911 is used for an emergency, be sure to notify one of us immediately. Remember, 911 is for emergencies only.

If you have any questions prior to your trip, feel free to call during office hours 7:00am until 5:00pm (815-732-7923). Please leave a message if we do not answer. We might be out taking care of the horses.

We look forward to having you stay with us!

Gig, Sue, Andee