



3835 FM2342 Burnet, TX 78611 • (512) 756-7540

CAMP BUCKNER GUEST POLICIES AND PROCEDURES

Your health and safety are of upmost importance to us at Camp Buckner. All guests are required to comply with Camp safety policies and procedures before and during their stay. The following protocol is required for all individuals while on Camp Buckner property.

General Policies and Procedures:

All Group activities and dining table assignments will be organized by Group to help prevent the spread of illness from one Group to another and for the ease of Group control by the Groups' leader(s).

Standard mealtimes are 8 am, 12 pm, and 6 pm in Manna Hall. The meal service lines are open for 30 minutes from the start of a Group's designated mealtime. If a Group or individual misses a meal, they do so on their own accord and no discounts are given for missed meals nor declined meals. Please make your Group Leader aware of any food allergies or special dietary requirements at least 2 weeks prior to camp.

During your time here, mail service is unavailable to guests. Please plan accordingly.

The main phone number to Camp Buckner is 512.756.7540. During the Group's event, if it is after hours or if no one is available at the main number, the Group may call the retreat staff phone at 512.588.9174. In case of an emergency or if the Group needs immediate assistance, call Kristin Lundgren, Assistant Director, at 512.715.3404 or Todd Long, Executive Director, at 512.715.3412. Someone will be available at one of these phone numbers 24 hours a day.

Disposal of any hazardous materials or sharp medical objects shall be done at the administration office with Camp Buckner personnel present.

All injuries beyond simple scrapes and bruises should be reported to the Camp Buckner office during the day in which the injury takes place, or as soon as possible.

Alcoholic beverages, illegal drugs, smoking, personal pets, and fireworks are prohibited. Firearms are ONLY permitted if the Group has scheduled activities on Camp Buckner's skeet/trap/sporting clay shooting range. Additionally, each member of the Group participating in skeet/trap/sporting clay shooting activities must sign the Skeet Shooting Release Form and follow all rules listed therein. All firearms must remain locked in the individual's personal vehicle until their scheduled event.

In accordance with fire marshal codes, all vehicles shall be parked in the designated parking areas. Parking on grassy areas is a fire hazard. Any vehicle parked on a grassy area will be towed at the owner's expense. For the protection of all, please do not shuttle guests around camp unless a person in the Group is unable to walk. Group Leaders must notify the director on duty if a vehicle is to be used for this purpose. When shuttling is approved, drivers must adhere to the 10 mph speed limit on camp.

Unless specific arrangements have been made prior to arrival, check-out time for the Lodge, Chateau, and Cabins is **9 a.m.** The Group will vacate its meeting space(s) within 2 hours of its last meal. This is to allow time for proper cleaning and reset for the next group's arrival. Your Group Leader will inform you of any approved variations to this policy.

Groups are responsible for managing the trash receptacles inside their meeting spaces, cabins, and rooms. Camp Buckner will provide trash bags appropriate in size for each receptacle for the duration of the Group's stay. Prior to a trash receptacle overflowing, the Group will remove and tie the bag and place it outside the meeting space, cabin, or

CAMP BUCKNER GUEST POLICIES AND PROCEDURES (Continued)

room for pick-up. Camp Buckner staff will make rounds periodically throughout the day to pick up trash bags and transport them to the dumpsters. We appreciate your help in this area.

The pool, blob, water slide, kayaks/canoes/paddle boats, ropes course, zipline, archery range, and shooting range are available at designated times for each Group. Your Group Leader will let you know those times. If your Group is not scheduled, these activities and areas are off-limits.

For all water activities, modest bathing suits are expected. Rinsing showers for all guests is required when moving from the lakes/ponds to the pool to help keep the pool water quality at optimum levels.

Fishing in the camp's stocked pond and lake is available to your group. You must provide your own equipment. Camp Buckner operates under a "catch and release" program. **No swimming is permitted in the pond or in the natural bodies of water.**

A \$25 fee will be charged for every lost or non-returned accommodation key. You will be billed the following week for missing keys.

Due to environmental, facility, and safety issues, **water balloons are prohibited** on Camp Buckner property **without prior approval**. Persons in possession of water balloons without prior approval will be asked to leave and the Group will be held liable for all damages and/or additional maintenance necessary to restore camp to a balloon-free environment. In addition, the Group will be liable for full payment of fees for these individuals as though they remained at camp.

Camp Buckner may be filming and taking photographs and/or video recordings for promotional purposes during the retreat term. The Group hereby gives consent and permission to Buckner International, dba Camp Buckner for the use of retreat guests' likeness, name, and voice in any manner that Camp Buckner, its employees or authorized agents may see fit. The Group also agrees that all audio and video recordings made by Camp Buckner of retreat guests' likeness, name, and voice produced by Buckner International, its contractors, agents, or employees, may be published, reproduced, exhibited, broadcast, through any media and used by Buckner International to promote Camp Buckner without further consent or payment. The Group hereby and forever releases Buckner International, its employees, agents, successors and assigns from any claims, actions, damages, and/or demands whatsoever by reason of such use.

Camp Buckner reserves the right, at all times, for any of its staff to enter into all facilities being used by the Group for the purpose of inspection of the premises, to observe the Group's use thereof, to provide maintenance of the premises, and for any other reasonable purpose to ensure the safety of all guests, to include adherence to the maximum number of guests authorized to stay in each accommodation: Lodge - 4/room; Chateau - 6/room; Office Suite - 2; Cabins - 18/side; Cedar & Live Oak Cabins - 16/side.

We ask all our guests to be respectful of our property, of other groups, of our staff, and of each other.

Quiet hours are 11 pm to 6 am. Excessive noise that disturbs other groups during these times will not be tolerated. Examples include blowing of horns or shofars, playing loud music, yelling, screaming, and anything else that produces noise that can be heard inside a building from either outside or from an adjacent room or structure. In these rare cases, Camp Buckner may charge a fee up to \$500 for a valid disturbance.

The Group agrees to pay for damages to Camp Buckner property (beyond that of normal wear and tear) caused by any of its members including indoor tobacco usage which requires aeration of the room for several days. The damages will include lost revenue from the inability to use a room/facility during repairs.

Camp Buckner wishes for everyone to enjoy and respect the beauty of the surroundings. Please help us respect the beauty of God's creation by not littering. For excessive littering by the Group, a cleaning and reset fee of \$500 may be charged to the Group.