



Short Journey Retreat Center Guidelines

It is the desire of Short Journey Retreat Center that your scheduled event be a pleasant, safe and rewarding experience. To aid you in making your plans, please consider the following information.

What to Bring: Sheets and a blanket for beds or a sleeping bag (we provide a fitted sheet, pillows and pillow cases); towels, soap and other toiletries; casual clothing; money for drink machine; a bathrobe (restroom and shower facilities are located downstairs from sleeping quarters).

Checking In: Your group will be greeted by a Short Journey staff member. A staff member will be available throughout your entire visit to assist you with any needs you may have. Retreat leaders will be given communication equipment that will allow you to reach a staff member at any point during your stay.

Checking Out: Please help us exercise responsible stewardship for this special place by leaving it inviting to the next group who will follow. Please help us by seeing that all areas you used are left clean and presentable. A Short Journey staff member will be available to show your group where cleaning supplies and large trash receptacles are kept. Whatever your group can do will be greatly appreciated. If your group is willing to do more, a staff member is available to provide all the necessary cleaning materials. This extra effort would be most appreciated.

Sleeping Arrangements: Sleeping is dormitory style with bunk beds. There are 12 bunk beds in each of the four dorm rooms. If your group is a youth group, we require at least one adult in each dorm. The dorms are for sleeping purposes only. We must be conscious of the safety of youth playing on the bunk beds. In addition, there are four private bedrooms upstairs near the dorm rooms. One room is equipped with a double bed, the other three have two single beds. No food or beverage is allowed in any of the sleeping quarters.

Reaching Guests: Those trying to reach someone staying at Short Journey can call and leave a voice mail message at 919-938-1801. This number reaches a phone in the building and messages should be checked by the group. The answering machine is located in the private sleeping area.

Athletic Equipment: We have volleyballs (and court), basketballs (and court), footballs and soccer balls available for use. In addition, we have a pool table and ping pong table. Please return all equipment to the place you found it. Report any damaged equipment to a staff member.

Parking: Please park all cars inside the circular drive in the grassy area. Please leave the driveway clear of any cars. If your group is a youth group, the youth are not allowed to go to their cars or to leave the property without the written permission of the retreat leaders.

Candles: For the safety of all our guests, candles used must: be enclosed by glass; be on a base twice the circumference of the candle; blown out before leaving the room (i.e. no unattended candles). Thank you for your adherence to this very important policy.

Miscellaneous: Short Journey is a smoke-free facility. No pets are allowed. Help us conserve energy by turning out lights. Help us protect the environment by recycling. Please do not move any furniture without first checking with a Short Journey staff member. Please dispose of gum properly. Do not use tape on any walls.

Thank you for using Short Journey Retreat Center. We hope your stay will be enjoyable. Please pass along any suggestions that you think would make this a better place. We look forward to having you back as a guest in the near future.