

POTTER'S RANCH - FACILITIES GUIDELINE

(PLEASE GIVE COPY TO ALL ATTENDEES)

GATES OPEN 7:45 AM AND CLOSE 5:00 PM WEEKDAYS. WEEKEND GUESTS ARE BASED ON NEEDS.

1. **CABIN PARKING** IS DESIGNATED FOR LOADING, UNLOADING AND SPECIAL NEEDS. **DO NOT BLOCK DRIVE.**
 2. **TOBACCO OR ALCOHOL** PRODUCTS ARE PROHIBITED ON RANCH PROPERTY.
 3. **FIREARMS OR WEAPONS** OF ANY KIND ARE PROHIBITED UNLESS PAINTBALL APPROVED.
 4. IN CONSIDERATION FOR OTHERS, **PETS** ARE NOT ALLOWED.
 5. **REMOVE MUDDY SHOES OR BOOTS** BEFORE ENTERING THE CABINS. A \$25.00 MINIMUM SERVICE FEE (PER CABIN) WILL BE INVOICED TO YOUR GROUP SHOULD THE RANCH BE REQUIRED TO DO EXCESSIVE CLEANING.
 6. GUESTS ARE RESPONSIBLE FOR ANY **PROPERTY DAMAGE.**
 7. HANG **WET TOWELS** ON BARS OR PLACE IN HAMPERS. DO NOT LEAVE ON FLOOR OR FURNITURE
 8. DO NOT TAPE ANYTHING TO CABIN WALLS. (A FEE WILL BE ASSESSED FOR **DAMAGE TO WALLS.**)
 9. **ALL FURNISHINGS** ARE THE PROPERTY OF POTTER'S RANCH AND SHOULD REMAIN IN THE CABINS.
 10. MAINTENANCE BUILDINGS, PRIVATE STAFF RESIDENCES AND OTHER RANCH BUILDINGS AND EQUIPMENT ARE FOR **STAFF USE ONLY,** UNLESS DESIGNATED OTHERWISE.
 11. ADVISE STAFF OF ANY **REPAIR OR REPLACEMENT ITEMS** DISCOVERED DURING YOUR VISIT.
 12. WE REQUEST THAT NO **FOOD OR BEVERAGES** (SNACKS, SODA, ETC.) BE BROUGHT INTO THE LODGE.
 13. WE OFFER FULL SERVICE **MEALS,** BEVERAGES AND SNACK BREAK ITEMS AT REASONABLE PRICES.
 14. **CEDAR CABIN KITCHENS** ARE DESIGNATED AS LIGHT SERVICE ONLY; SNACKS, BEVERAGES, HEAT AND SERVE TYPE FOODS. GUESTS ARE ASKED TO LIMIT FOOD TO THE KITCHEN AREA. ALL DISHES, SILVERWARE, POTS AND PANS, ETC., WHICH ARE USED MUST BE WASHED, DRIED AND RETURNED TO CUPBOARDS. A \$25.00 SERVICE FEE (PER CABIN) WILL BE INVOICED TO YOUR GROUP SHOULD POTTER'S RANCH BE REQUIRED TO DO EXCESSIVE CLEANING.
- PLEASE DON'T HESITATE TO LET US KNOW YOUR NEEDS. WE WILL TRY TO MEET THEM WHENEVER POSSIBLE.

Potter's Ranch exists to promote the Kingdom of God and the life principles contained in the Bible, with Christ as our example.

PHONE IS AVAILABLE IN THE LODGE FOYER - IN CASE OF AN EMERGENCY, DIAL 911

BUSINESS OFFICE (8:00 AM-5:00 PM M-F) (859) 586-5475

(Numbers in order of distance to Potter's Ranch)

JIM DRISKELL	CELL (859) 866-9591	(ON SITE) House by maintenance barn
CHRIS GERTH	CELL (859) 322-3844	(ON SITE) House by tipi village and amphitheater
RANDY HAMM	(HOME) (859) 586-7867	(OFF SITE) MAINTENANCE DIRECTOR
CARLIN ADAMS	(HOME) (859) 689-5844	(OFF SITE)
TONY VORNBERGER	(HOME) (859) 647-9004	(OFF SITE) RANCH DIRECTOR
	(CELL) (859) 360-9530	

THANK YOU FOR HELPING KEEP POTTER'S RANCH FACILITIES CLEAN & UPDATED

COORDINATOR SIGN: _____

DATE: _____

RETURN WITH SERVICE AGREEMENT & WORKSHEET