

CAMP WASHINGTON

camp and retreat center

PLANNING YOUR EVENT

What to EXPECT

The **Main Building** at Camp Washington has a dining hall serving three family or buffet style meals daily, a cozy lounge with fireplace & TV, second-floor guest rooms, a small meeting room, and a long porch with benches. The second floor of the Main Building is considered a “quiet zone.”

Kenyon Hall is a short, 1-minute walk from the Main Building, and is a large, light-filled, contemporary barn-type building with a raised stage area. The **lower level of Kenyon Hall** is a meeting room / lounge area with chairs, sofa and TV.

On the grounds you'll find a spacious lawn, sports fields, gazebo, outdoor chapel, wooded hiking trails, volleyball & basketball courts. A covered outdoor pavilion with tables & benches, bathrooms and outdoor showers is located near the waterfront.

Please keep in mind that your group may not be the only group at Camp Washington and that meeting areas are assigned to meet group needs. Where possible we will honor meeting room requests. All groups visiting the center share the Dining Hall.

What to BRING

If you are staying in the Main Building bed linen, towels and guest soaps are provided. There are two handicap accessible rooms on the first floor with a shared bathroom. All other rooms are on the second floor (no elevator.) Most rooms have 2 twin beds, a closet, desk/chair, sink/mirror, bedside lamps and a clock/radio. We also have 2 slightly larger rooms with one double bed and one twin bed. Rooms have individually controlled electric heat. There are no telephones in the Main Building guest rooms but a pay phone is available in the Main Building (opposite Room 203 on the second floor).

It's a short walk down the hall to private lavatories (toilet & sink), and a men's and women's shower room (each with two individual showers and a tub.) Bring a bathrobe!! Guest rooms can be locked from the inside at night but we ask that you do not lock them during the day as individual room keys are not provided.

If you are staying in one of the Cabins or the Staff House you need to bring sheets/ blankets/ pillow or a sleeping bag/ pillow. Our cabins offer spacious, heated, dormitory style accommodations with 8 bunk beds (16 beds) in each cabin. Bathrooms with stall showers are located in each cabin. (It's a good idea to bring a flashlight and/or night light).

** **Rooms/Cabins** must be vacated by **11:00 AM** on day of departure. Luggage may be left in the hallway outside the room or in the entrance lobby of the cabin.

☑ What's TO EAT?

☉ All meals are scheduled in the **Main Building Dining Room** and are at set times. All groups using the center eat at the same time and we ask that you arrive promptly for all meals **and arrange your daily schedule around these times.**

Breakfast:	800 – 9:00 am
Lunch:	12:00 pm – 1:00 pm
Dinner:	6:00 pm – 7:00 pm

☉ Meals are served buffet style and guests are seated at round tables of eight.

☉ Tables are assigned to specific groups and will be clearly signed for your group.

☉ If members of your group have special dietary restrictions or allergies we ask that you let us know in advance of your event.

☉ Always available in the **Beverage Area** in the Dining Room are milk, juice, water, ice, coffee (decaf. & regular) hot cocoa and a selection of teas/hot water. A microwave is also available in this area for guest use. A snack tray can usually be found on the counter.

☉ We do ask that guests clear their own tables taking dirty dishes and platters to the kitchen clean-up area.

☉ As this is a family facility, we do not serve **ALCOHOL**.

☑ OTHER INFORMATION

Our phone & fax numbers are listed on the front cover of this booklet. **Messages** for guests will be received at the Front Desk or, after hours, on the answer machine. Messages are usually delivered to group leaders at meal times.

■ **Intercom Phones** are located in each Cabin. In the Main Building intercom phones are wall-mounted in the second floor hallways and in the Front Reception area on the writing desk.

■ **Pay Phones:** A pay phone is located on the second floor or the Main Building opposite Room 203.

■ **Weekend Staff:** There will be a staff member on duty during daytime hours only.

■ **Smoking** is **NOT** permitted inside any of the buildings.

■ **Pets**, except guide dogs, are not permitted inside any of the buildings. Any pets on the grounds must be leashed at all times.

■ **Sports Equipment** i.e. volleyballs/basketballs/soccer balls are available for loan. We **do not** provide board games - if this is part of your weekend plans please arrange to bring them with you.