



# Rancho La Paloma Ministry Center

*Building Community*  *Changing Lives*

## Guest Policies and Responsibilities

1. The group leader will, upon arrival at the Ranch, check in with the Resident Manager to receive room assignments and reconfirm the meal schedule.
2. Check-in is at **4:00 pm** and check out is at **12 noon**. Additional half-day charges will be assessed for a late checkout.
3. The Ranch gate closes at **10:00 pm** each evening and re-opens at **6:00 am**
4. In consideration of all guests, quiet is requested after **10:00 pm** each evening.
5. Meal Times: Breakfast is at **7 am**, and Dinner is at **6 pm**. Lunch is made fresh early in the morning, so you can take it off site after you eat breakfast. **Please be on time for your meals.** Reasonable changes to meal times may be requested 12 hours in advance from the kitchen staff.
6. Pool hours are **10 am to 10 pm**, May through September. **NO LIFEGUARD ON DUTY.** Guests swim at their own risk. Please take a cleansing shower before entering the pool.
7. Fireworks, sparklers, candles, tea lights, lawn lamps and all other open flames are an extremely high fire hazard, and are not allowed at any time. You may build a reasonable size bonfire in the ring located south of the soccer field, but **ONLY** if there is **NO BURN BAN** in effect. We post a **NOTICE** inside the firepit if you are not allowed to have a fire.
8. For health and safety reasons, the Ranch does not allow guests to bring pets or animals to the Ranch. Please report all stray animals to the Resident Manager. **PLEASE** do not feed or pet any animals you encounter at the Ranch or anywhere else.
9. The Ranch is **NOT** responsible for lost, damaged, misplaced or stolen items, including cars, their contents and personal property (tools, phones, computers, wallet/purse, ID, cash, credit/debit cards, etc...) Guests assume **ALL RISKS** to their property on site. A heavy duty lockable box (and a chain) are available for checkout to secure your valuables: **BRING YOUR OWN TWO PADLOCKS.** You may secure this box on site, or in your vehicle.
10. If guests discover a problem needing urgent attention, please contact the Resident Manager immediately. If conflicts arise within a group, the group leaders are responsible to see that they are resolved. Guests and groups causing problems may be asked to leave.

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### Administrative Offices

9008 Linden Ave. N.  
Seattle, WA 98103

### Tecate Ministry Center

Prolongación Cuchuma #1528  
Tecate, B.C. México

### Corporate Offices

2280 University Drive, #101  
Newport Beach, CA 92660

11. The Ranch needs to know in advance if guests desire to invite additional day-only guests or to host events for people from the community. A \$10 fee is charged for all day use visitors using the Ranch. Group leaders are responsible for the actions of all their guests.
12. Beds and mattresses are not to be removed from any building. Mattresses belong ONLY on beds. They do not belong in the field, in truck beds, outside, in a tent, or on the ground.
13. Damage to Ranch property will be charged to the hosted group. Our minimum standard damages charge is \$500.00 PER INCIDENT. Costs of repairing and/or replacing damages includes the cost of labour, materials, import duties as well as loss of use for the Ranch.
14. Smoking is only allowed in the main parking lot in front of the warehouse (ranch entrance).
15. For your safety and health, NO electric or propane heaters are allowed on site. Winter months are cold, please bring appropriate sweaters and blankets to stay warm.
16. No alcoholic beverages may be brought in to the Ranch or consumed on the property.
17. Please sweep out your rooms and deposit all trash into provided receptacles and barrels.
18. Please do not leave "donations" at the Ranch without securing advance permission from the U.S. reservations office. You are responsible for donating all items directly to recipients. A \$500 cleanup fee applies for dirty dorm rooms or for donations left on premises.
19. Your reservation indicates your dorm and floor assignments. Please do not "spread out" into additional rooms and dorms, as other guests could arrive later to occupy these rooms.
20. The Ranch does NOT provide: Pillows, towels, bed linen, water cups, personal hygiene items, or laundry services. Tap water is fine for washing but is NOT potable. Only drink water from the provided water dispensers. Please alert your group that toilet paper goes in the trashcan, and NOT in the toilet bowl. No paper products of ANY type go in the toilet.
21. For health reasons, food storage, preparation or consumption is not permitted in the dorms.

If you have any concerns or questions about any of these policies, please contact us. We are here to serve you, and are delighted that you are partnering with us in serving our Lord in Mexico.

In His Service,  
Rancho La Paloma Ministry Center Staff

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