

SCHWEITZER CHAPEL

Information & Policies

Rev 6.2024

The Board of Directors would like to welcome you and thank you for choosing the Schweitzer Chapel for your stay. The Chapel is a non-profit 501 C(3) Christian organization and was built through the vision, energy, and contributions of many people as a place where young and old can find enjoyment, inspiration, and fulfillment.

RESERVATIONS & PAYMENTS: Email Nicole at schweitzerchapel.reserve@gmail.com for inquiries. An initial \$550.00 deposit, (“Initial Deposit”), includes the first nights rent of \$450.00 plus a one time, non-refundable deposit of \$100.00). The (“Final Payment”) shall be: (the remaining number of nights of your stay) multiplied by (the rental rate of \$450/night). The Final Payment is due no later than 60 days prior to your stay.

CANCELLATIONS: Should you find that your group is unable to keep its reservation, please notify Nicole at schweitzerchapel.reserve@gmail.com as early as possible. Because we have a limited number of weekends in the winter, we make every effort to find another group to fill the schedule. Therefore, if you notify us of your cancellation between the time of your Initial Deposit and 60 days before your arrival, only the non-refundable deposit of \$100.00 shall be forfeited. Any cancellations less than 60 days from your stay will result in the forfeiture of the Initial Deposit and the Final Payment.

ARRIVAL & DEPARTURE: Please feel free to arrive at noon on the day of your arrival and depart at 5:00 PM. Other arrangements can be made with Nicole if need be.

KEYS: The key is located in the lockbox on the Chapel’s front door. Open the weather guard and type in the code. Nicole will provide the code before your arrival. The Chapel is located at 347 Northwest Passage.

INSURANCE: Each group using the facility must assume responsibility for group insurance coverage. Schweitzer Chapel maintains liability for public use of the building only.

FACILITIES: In addition to having a separate intimate sanctuary, the ski-in, ski-out Chapel includes a kitchen/dining area, recreational area with a pool table, ping-pong table and a two-story dormitory that sleeps a maximum of 48 people. The dorm has separate men’s & women’s floors with full bathroom and shower facilities for each. Each floor has four rooms

with 6 beds in each room. No bedding or towels are furnished. **Bring sleeping bags or comforters and pillows.** The floors are not heated, so we suggest bringing slippers or shower clogs. **No food or drinks are allowed in the dorms.**

KITCHEN/DINING: We have **(2)** refrigerators, **(2)** stoves w/ovens, **(2)** microwaves, **(3)** six-quart slow cookers, coffee makers, griddles, pots & pans, dish towels and cooking utensils. Toilet tissue, hand soap, and paper towels are also provided. **You will need to bring:** Eating utensils (paper/plastic plates, cups, napkins, forks, knives, spoons).

WORSHIP SERVICES: Please Join Us! Services begin on Christmas Eve and continue the first Saturday in January through the end of March. **Protestant Service:** *Saturdays at 3:30 PM.* An excellent variety of pastors from our region lead the congregation during the winter season. **Catholic Mass:** *Saturdays at 4:30 PM during the winter season.*

THE SANCTUARY: Your group may use the sanctuary and video projector. Follow the instructions which are located under the communion table. **Please do not move the communion table.** If you bring audio equipment or other stage pieces, they must be put away before Saturday services and stored at the wide end of the sanctuary. Replace pews to original positions before Saturday services. **No food or drink is allowed in the sanctuary.**

PARKING: Unload and then park. Please do not park on the roadway at any time. We have some parking spaces at Schweitzer Creek 100, just across the road from the Chapel on Stella Rd. 2 or 3 cars may be parked in the Chapel driveway but do not park over the snow sensor for the heated driveway. (The snow sensor is a small blue cap in the upper driveway).

Buses must park at the Fall Line Parking at the bottom of Musical Chairs ski lift less than a mile down the hill on Telemark Rd. **PUT YELLOW PARKING PASSES IN ALL VEHICLES PARKED AWAY FROM OUR FACILITY.** Find them in the first drawer of the kitchen island.

UTILITIES: Fireplace: leave at 70 degrees; thermostat is on the back wall next to the photo collage. Please turn heat down to 60 degrees when you leave. There is an on/off switch to the left of the kitchen; **Dormitory:** set no higher than 68 degrees; the thermostat is inside the door into the lower level hallway. Turn heat down rather than opening windows or doors.

GARBAGE: *Garbage pick-up is on Wednesday...please keep the driveway clear.* Place all trash inside the dumpster. Do not leave any additional garbage outside or inside. If you have too much for the dumpster, it should be taken to a secondary dumpster site next to the Fire Station at the roundabout. During the Spring, Summer, & Fall seasons, all trash should be taken to the dumpster site at the roundabout.

SUPERVISION: Each group will be expected to provide adequate supervision. The trail at the end of our building is for Condo Owners below us as well as Chapel groups. **PLAYING, SLEDDING, OR MAKING JUMPS ON IT ARE PROHIBITED!**

SNOW REMOVAL: Please help us keep the walkway free of snow and ice for the safety of everyone. Brush snow from boards and skis and store on racks. Try to keep the tile floor mopped dry around the board rack area.

SKI-IN, SKI-OUT: A trail across the road passing the maintenance garage leads to the lower ski lift. You may ride the lift once to get to the Day Lodge to buy tickets. To return to the Chapel, take the trail just below the Day Lodge, turn left just above the Chapel, coming down on the fireplace end of the building.

CLEANING: Vacuums, mops, & brooms, are in the Supplies Closet. Bathroom cleaning supplies are kept under the bathroom sinks. We expect you to find the facility clean and we ask that you leave it clean when you leave. *A cleaning checklist is posted on the fridge.* We do a walk-through following the retreats to determine that no damage has been done. **Be sure the heat and hot water are turned down, lights are off, and doors are locked. Leave used dish towels on the kitchen counter.** Return parking passes to the kitchen drawer. **Return keys to the Lock Box.**

ALCOHOL, DRUGS, SMOKING and FIREARMS are prohibited on Chapel property.

HAVE A GREAT TIME AT THE SCHWEITZER CHAPEL!

Schweitzer Chapel Board of Directors:

For Emergency assistance call: Nicole Rust, Reservation Coordinator 208-290-3654