



Thank you for reserving a weekend at The Pineberry Lodge! Please review all hostess information provided below and contact us with any questions or concerns. We hope you enjoy our home as much as we do. Have a great weekend.

Pineberry Lodge Policies

Cancellations...Any cancellations made less that 6 weeks prior to the reservation date will forfeit the \$150 deposit. Additional money paid will be refunded only if the reservation date can be re-booked.

Payment...Retreat fees are due 45 days prior to retreat date in full. Late payment may jepordize future reservations.

Security Deposit...\$150 security deposit is required to hold a reservation and is only used if damages occur or check policies are not followed. The security deposit is separate from the \$1500 weekend retreat fee. The deposit will be returned within 30 days of a retreat taking place or can be rolled over to the next retreat date.

Deposit Refund...Inventory is taken before and after each rental. Damages, missing items, unpaid Direct TV movie rental, checkout assessments and/or charges for additional cleaning will be deducted from the deposit. Deposits will be refunded less any charges by check within 30 days after your weekend.

Exceeding the Limit of 12 Retreaters...The house has a septic system and is on a natural well for the water supply and my concerns are related to the possible over use of these systems. If groups exceed the number of participants without proper notification, the wear and tear, especially on the septic system, could be devastating.

If a group would like to exceed 12 ladies there will be an additional fee of \$125/per person up to 14 and I only allow this under certain circumstances. Please contact me directly if your group is interested in increase the number of retreaters.

Cell Service...Use Wi-Fi on your mobile devices for e-mail/internet and texting. Usually there is NO Cell phone service (ATT users will have intermittent cell coverage but no guarantees) There is a land-line at your disposal with no additional cost in state or out.

Please ask your ladies to familarize themselves with the area

***If you use a GPS, you may need to enter Golden as the city to get proper directions.**

Googlemaps.com Enter: Pineberry Lodge (a map should come up)

220 Timber Rd.

Black Hawk, 80422

Land Line Number: 303-582-2096

Prepare for the weather...In Winter, good snow tires, boots, etc. The Pineberry Lodge is in the mountains so plan accordingly.

**Parking is NOT allowed in the garage
The PBL is Non-Smoking
Although I love pets, they need to stay home**

*By renting the PBL all Hostesses agree to the Pineberry Lodge rules and policies.

P.O. Box 484 ~ Golden, CO 80402 ~ (303) 819-9720

The PBL may be rented for an extended stay for an additional fee of \$300 per night. Please inquire if interested.

Check –In...Check in time is Thursday at 4pm.

To Unlock the Front Door: CODE: Provided after full payment

- ❖ Hit the lock symbol, which will clear the lock and turn on the lock light
- ❖ Enter the code and the deadbolt will unlock
- ❖ If you are unable to unlock the door...located on the porch railing is a realtor lock box. The code is the same

When You Arrive

- ❖ The floors can be slippery when water/snow is tracked in...a **dry mop** is also in the coat closet
- ❖ In the kitchen you will find a pantry with ample empty shelf space for all your goodies.
- ❖ You may want bring a cooler and extra ice

Check Out...Check out time is Sunday at 3pm. Please follow the check out procedure as detailed below. *Failure to follow the check out procedure may result in full or partial loss of the \$150 deposit.*

- ❖ Have your ladies strip sheets and pillow cases from their bed and place in laundry room
- ❖ Please do at least 2 loads of laundry on Sunday morning; split the load into both dryers
- ❖ Fold laundry and place on folding table
- ❖ Remove coffee grinds, rinse out coffee pots and unplug both coffee makers
- ❖ Remove **ALL** items from refrigerator and freezer (\$25 assessment for disposal)
- ❖ Take out all trash: bedroom, bathroom, kitchen and scrapbooking area and place into appropriate receptacles in garage
- ❖ Sweep the craft room floor to remove large items
- ❖ Return all Remotes: Boze docking station and both TVs
- ❖ Make sure gas fireplace and fan are off
- ❖ Run dishwasher, please do not leave any dishes (\$25 assessment if soiled dishes remain)
- ❖ Please make sure all windows are closed and locked
- ❖ Lock and Deadbolt all doors if possible

General Information

Lights...There is a motion detector light the should come on when a car approaches the drive way in the dark.

If you want to get **cell phone service**, you can walk or drive a few blocks to get reception.

- ❖ Turn left out of drive way onto Timber Rd.
- ❖ Turn left on Chalet Dr.
- ❖ Turn right on Rangeview Drive, go a few hundred feet and you will get cell service.

Flash Lights...and candles are located in the coat closet, to the right of the front door, top shelf

Ice Maker...Yes, the refrigerator has an ice maker but you may want to bring a extra ice if you are planning to use a cooler or have extra for happy hour drinks.

Circuit Box...is located in lower left bedroom behind the large orange mirror

Alarm Clocks...One in each bedroom

Linens...Pillows, towel & wash cloth, sheets and a duvet are all provided for your personal use during your stay.

Bears and moose...Yes, you are bear country! Your best defense against a bear is not to attract them. Do not leave any food outside such as coolers and close the windows of your car. *Moose are magestic but aggressive, do not approach

Landline Phone...You may use the landline to call out without additional charges. This includes out of state calls but please do not make international calls.

Trash is located in the garage:

Place trash in recepticles on the left

Recyclables: please place in recepticle to the right of garage door from kitchen

*Please keep the garage door closed during your entire stay.

Coffee, Tea, Hot Chocolate...are provided. Also, a coffee grinder is provided if you chose to bring your own coffee beans.

Lost and Found...Items left behind will be kept for 60 days. After 60 day period items not claimed will be donated. It is the owner of the lost item's responsibility to either pick up the items or pay for shipping.

Gas Fireplace...Located in the craft room, flip the two switches to turn on/off

Wood Fireplace...Directions are at the fireplace

Hair Dryers...All 3 full bathrooms have hair dyers available for your use

Quite Hours /Noise Level...You are responsible for your guests and their behavior. Mountain community residents have chosen to live here because of the serene and peaceful life style. Please help maintain an amicable relationship with our neighbors by keeping the noise and activity at an acceptable level.

We do not provide an outdoor grill at the PBL due to the high fire danger and grills attract bears and other wild life.

Items Provided

Coffee, regular and decaf
Tea
Salt and Pepper
Flour, Sugar, some Spices
Cooking oil, Pam

Full equipped Kitchen:
All pots, pans, plates, mixer,
blender, etc...

Toilet paper
Facial Tissue
Paper Towels-One roll
Dish Soap
Dishwasher Detergent
Hand Soap
Trash Bags
Towels and Washcloths
Bedding Including pillows

Circuit Cartridges and Quilting Items

- One Iron and iron board provided
- 59" x 36" work table that stands a
comfortable 36" in height for cutting
-59"x36" Cutting Matt provided
-1 design board

-Circuit cartridges available
-6x12 Circuit machine is provided
***PBL does not provide mats for the
Circuit machine**

Items Not Provided, but suggested...

- ❖ Paper towels (one roll is supplied), Bring extra napkins and any other paper products
- ❖ Storage containers and **Ziploc bags** for leftovers
- ❖ Coffee creamers & artificial sweeteners are NOT supplied...Bring your favorite flavors
- ❖ Extra ice
- ❖ If ladies are particular, they may want to bring their favorite pillow from home
- ❖ Slippers
- ❖ I-Pod / I-Phone for music
- ❖ Quilters may want to bring their own iron
- ❖ Circuit Mat 6x12 *Mats are not sold or provided for the Circuit
- ❖ Dress in layers. Everyone likes the house at different temps so plan for your personal needs
- ❖ Crafters may want to bring a blanket to cover their lap
- ❖ *You are able to use Wi-Fi on your phone for e-mail/internet but not for calling out or texting
NO Cell phone service (ATT users will have intermittent cell coverage but no guarantees)

I have set up a 911 Emergency direct notification to the PBL main phone line. If there is any danger in the area the house and my cell phone will get immediate notification.

The main fire station for Gilpin County, justice center and police station are located right down the street from the PBL and the intersection of 46 and Dory Hill. The emergency notifications would let you know which direction to evacuate safely.

If you smell smoke in the area check the Denver news station. In May I was up at the PBL and experienced a smoky afternoon, turns out that the smoke was coming from a fire on the western slope and was not even in the vicinity, thank goodness.

Again, please contact me if you have any questions or concerns.

Kristy McAdoo
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www.pineberrylodge.com