

## Michindoh Contract Policies

### **General Policy**

- a. Michindoh's campus is free from: tobacco, e-cigarettes, alcohol, marijuana, illegal drugs and/or non-prescription controlled substances, weapons, firearms, and/or fireworks. The use of these items is prohibited, and possession when legal is limited to being secured out-of-sight in the guest's vehicle.
- b. Guests may not bring pets, except service animals, which are animals specifically trained to work or perform tasks for an individual with a disability. Emotional support animals (ESA) may be allowed when: approval is sought in advance, a copy of ESA licensure or registration is provided to Michindoh, the group assumes responsibility for any damages caused by the ESA, and the guest signs a liability waiver accepting responsibility for the ESA and agrees to follow Michindoh's policies (e.g. ESAs must be housebroken, leashed at all times, and all waste is picked up).
- c. Vehicles may park only in designated areas, and may only be operated by licensed drivers. Speed limits must be followed, and reckless use of any vehicle is prohibited. Guests will not ride on any vehicle in a manner not legal on the public roadway. Recreational vehicles (e.g. trail bikes, snowmobiles, go-carts, etc.) are prohibited.
- d. A campus-wide noise-curfew of 11:00 p.m. will be followed.
- e. Guests must provide at least one adult supervisor for every ten minors or fraction thereof below the age of 13, and at least one adult supervisor for every fourteen minors or fraction thereof ages 13 and older. Guests will provide adult supervision of minors at all times.
- f. Roller blades, skateboards, and other similar items are prohibited. Bicycles may be used as a form of transportation on roadways and pathways in a safe manner with a helmet, but bicycles may not be used for tricks.
- g. Use of the waterfront and related equipment must be approved by Michindoh staff, and minors in these areas must be accompanied and supervised by a parent or legal guardian when a Michindoh lifeguard is not on duty. Bathing suits are limited to modest one-piece and tankini swim-wear that covers the midriff and backside for females, and modest board shorts or dragsuits for males. Staff will insist that a covering be worn if it is felt the attire is inappropriate.
- h. Guests will respect all plant life and wildlife at Michindoh.
- i. Lost and found items will be held for 30 days.
- j. Guests must respect the beliefs of Michindoh as set forth in their Statement of Faith (next page), and will do nothing by word or act that will contradict the Statement of Faith or detract from the testimony of Michindoh.
- k. Violation of any General Policy may be cause for immediate dismissal without refund and/or release of contractual obligation.
- l. Exception to any policy must be in writing.

### **Event and Facility Policy**

- a. Guests will work with a Michindoh coordinator to plan their event. No later than two weeks prior to the arrival date, guests are responsible to provide a detailed event schedule, an expected attendance, a certificate of liability insurance (unless group is not an organization, such as an individual or family), and proof of tax-exemption (if applicable).
- b. Facilities reserved on the contract accommodate the maximum guest number. Michindoh reserves the right to reduce the number of contracted units if the expected attendance (submitted no later than two weeks prior to the arrival date) is less than the occupancy of reserved units. An actual attendance number is due upon arrival. Actual attendance may fall up to 5% below the expected attendance without penalty. If fewer guests attend than what is communicated upon arrival, the group will be responsible for the number communicated upon arrival. These policies do not negate the minimum contractual guarantee.
- c. Availability of any facility and/or service not detailed in the contract is subject to availability until confirmed by the coordinator.
- d. Meeting rooms are reserved contractually. Requests to change meeting rooms after contracting are based on Michindoh's availability.
- e. Standard arrival and check-in time is 4:00 p.m., and standard departure and check-out is 11:00 a.m. Early arrivals and check-ins and/or late departures and check-outs must be approved in advance and are based on availability.
- f. Linens and towels are provided in the Merrillat Lodge and Oakwood units. Linens and towels are for use inside the units only, and not for outdoor or beach use. Guests using other accommodations must bring their own linens and towels. Linen and towel kits for cabins may be arranged in advance for an additional cost.
- g. The undersigned guest group assumes responsibility for any damage to Michindoh, Michindoh property, and/or to the person or property of any other guests or guest groups caused by the undersigned guest group or by any member or guest of the undersigned guest group while at Michindoh. Tapes, adhesives, tacks, etc. should not be used on facilities without prior approval.
- h. Michindoh has final authority over all matters affecting Michindoh, its facilities, and its guests and/or groups using the facilities.

### **Food Service Policy**

- a. Meal arrival times are arranged with Michindoh in advance and must be followed. Guests are responsible to arrive promptly at the time scheduled. The buffet line may close as soon as 30 minutes after the scheduled arrival time.
- b. Multiple groups may be scheduled in the same dining room during meal times. Groups are not guaranteed reserved seating.
- c. Special dietary needs should be communicated two weeks in advance to determine if Michindoh can accommodate them.
- d. Beverage stations are available only during meal times.

### **Insurance, Liability, and First Aid Policy**

- a. Michindoh does not provide accident/medical insurance for guests. All accidents, illnesses, and first aid treatments must be reported to Michindoh before departure.
- b. A group must designate one of its members to be the first aid attendant. Michindoh employees may not administer any first aid with the exception of emergency lifesaving measures by a staff member trained to do so.
- c. The undersigned guest and/or guest group agrees to indemnify and hold harmless Michindoh, its Trustees, and its employees from all damages, judgments, expenses, attorney's fees, and compensation arising out of personal injury, death, or property damage sustained in whole or in part by any and/or all persons whatsoever as a result of, or arising out of, any act of omission of a guest group, its agents, or its employees, or caused by or resulting from any activity incident to the program being conducted by guest group, or use of Michindoh facilities, or cancellation/closure due to natural disaster and/or emergency.

#### **Statement of Faith**

- a. We believe in one God, the Holy Trinity: Father, Son, and Holy Spirit, as revealed in the Holy Scriptures.
- b. We believe that Jesus Christ is God's incarnate Son who lived a perfect life on earth, proclaiming God's reign and establishing a community of disciples; who sacrificially died on the cross for the sins of all people; who rose in triumph from death, accomplishing salvation for all who truly believe in him; who is now at the Father's right hand interceding for us; and who will return to earth in victory, judging all people and establishing his everlasting Kingdom.
- c. We believe in the Holy Scriptures as the inspired and authoritative Word of God.
- d. We believe that human beings, men and women equally, are created in the image of God and are called to be his faithful stewards on earth. Although all people have become alienated from God and affected in every part because of sin, by God's grace all who truly repent of their sin and believe in the Lord Jesus Christ are justified by faith.
- e. We believe that human families were established by God to perpetuate humankind and to provide a stable community for nurturing children in faith and righteous living. Marriage between one man and one woman is the instruction of Scripture and sexual expression is to be confined to the marriage relationship.
- f. We believe that God not only counts believers as righteous, but that he makes them righteous; freeing them of sin's dominion at conversion, purifying their hearts by faith and perfecting them in love by his Spirit, and providing for their growth in grace through their participation at every stage of their spiritual life, enabling them through the presence and power of the Holy Spirit to live a victorious life of righteousness, justice, and practical usefulness.
- g. We believe God's Kingdom promises to establish "a new heaven and a new earth, where righteousness dwells" (2 Pt. 3:13 TNIV) and where resurrected believers will participate in God's everlasting Kingdom.