

WHITE PLAINS UMC GUEST GUIDELINES

Welcome to White Plains United Methodist Church. We'd like to make your visit here as safe and comfortable as possible. To do this we ask that you please observe the following guidelines:

1. The phone in the hall can be used for **Local Calls Only**. Calls are limited to **5 minutes** to keep the line open. Incoming calls are directed to the church answering machine after 5:00 PM and cannot be answered downstairs.
2. **All food should be kept in the Dining Room area**. Open food or beverages are NOT allowed in the church or WIHN van.
3. The inside of the church is a smoke-free environment. Smoking is permitted outside beside a bucket of sand for cigarette butts.
4. **Guests are expected to clean up after themselves and their children after meals, snacks, and breakfast**. Extra trash bags and a broom or mop are available if you need them to clean your room. If the sheets become wet or soiled, strip the bed and ask the host for clean sheets.
5. **Trashcans should be placed outside your bedroom in the hallway in the morning before you leave for the janitor to empty**. Your room WILL NOT be opened by the janitor or anyone else while you are gone for any reason.
6. **CHILDREN AND TEENS MUST BE SUPERVISED AT ALL TIMES**. The Living Room, Dining Room and your bedrooms are set aside for your use. **Any locked or occupied room and/or cabinet CANNOT be used**. The gym, library/computer room, or the playground areas **may be used only if a host is with you** and not in use by another group.
7. We **DO NOT** have enough TV sets for each family to have a set. Therefore, we have provided a large TV/Video/DVD set up in the Living Room Area. Some of our rooms have sets built-in but need extension cords for proper use. **DO NOT USE OR TAMPER with the TV in the bedrooms**.
8. There are videos available in the church library. **Any programming to be viewed in the Living Room area should be child friendly (Rated G or PG only) and approval should be requested of the host present**. We **MAY** be able to provide an adult sitting area in another room if there is proper supervision of the children in the Living Room and the Male Host Room and TV/VCR is available. Since this is the Male Host Room, it can only be used when the Male Host does not need it. The Male Host Room closes to guests at 10:00 PM.
9. Please use the bathrooms wisely and keep them clean. **FLUSH the toilets after each use. DO NOT put paper towels, feminine products, or other items in the toilets**. These toilets overflow very easily.
10. Guests are not allowed to have visitors on the premises and must follow WIHN guidelines for curfews (10:00 PM) and leaving the church for errands.
11. Alcoholic beverages, drugs, weapons, pornography, physical violence, obscene language, and loud, disruptive or threatening behavior are not permitted **anywhere at anytime** on White Plains property.