



Thank you for reserving a weekend at The Quinberry 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.

## **Quinberry Lodge Policies**

**Cancellations...**Any cancellations made less that 45 days 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.

**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 \$1600 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.

\*Late cancelations may effect future reservations.

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

**Not to exceed 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 notifying me, the wear and tear, especially on the septic system, could be devastating. \*Please contact me if you are interested in having additional retreats.

**Directions...**Attached are directions to The Quinberry Lodge.

**\*If you use a GPS enter the address or  
Google.com put in the word "Quinberry Lodge"**

26 Paradise Valley Parkway  
Black Hawk, 80422  
Land Line Number: 303-582-3524

**Prepare for the weather...**In Winter, good snow tires, 4-wheel or all wheel drive is necessary. In Colorado always be prepared with winter boots, etc. The Quinberry Lodge is in the mountains so plan accordingly.

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

\*By renting the Quinberry Lodge all Hostesses agree to the Quinberry Lodge rules and policies.

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

**Arrival...Check in Thursday at 4pm.**

**Departure... 3pm on Sunday (No later)**

**To Unlock the Front Door: CODE: Given 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

**Dead Bolt Code:**

**Wi-Fi Code: quinberrylodge**

**When You Arrive**

- ❖ **In the winter months, plan on entering through the garage for the front step can get icy. Key pad for the garage is located on the left side of left garage door. Use the same code: 2013**
- ❖ The floors can be slippery when water/snow is tracked in...a **dry mop** is located in the front closet area
- ❖ The kitchen has ample empty shelf space for all your goodies.
- ❖ You may want bring a cooler to keep in the garage

**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. Place the sheets in the hamper located to the left of the dryers.
- ❖ Please wash all the towels, which should be two loads of laundry on Sunday morning; split the load into both dryers
- ❖ Fold laundry and place on in baskets
- ❖ 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: 3 TV and ceiling fan remotes
- ❖ 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

\*Subject to Change Without Notice



## **General Information**

**Lights...**There is a motion detector light that should come on when a car approaches the driveway in the dark.

**Cell phone service,** depending on your cell service provider ~ you may get text and cell service when you go out on the upper deck located off the 2<sup>nd</sup> master bedroom.

**Flash Lights...**located in the laundry room

**Circuit Box...**Facing the back wall of the garage, left side of back door you will find the circuit boxes

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

**Extra Refrigerator...**Located in the garage

**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. Also note that although moose are majestic animals they are not nice and will attack. So take a picture but do not approach them.

**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. 303-582-2435

**Trash** is located in the garage:

Place trash in receptacles on the right

Recyclables: please place in receptacle to the left of garage door from kitchen

\*Please keep the garage door closed when not in use. An open garage door is an invite to wild animals.

**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 dining room

**Wood Fireplace...**located in the craft room \*Extra firewood is located in the garage ~ Look for the sign on the back door

**Hair Dryers...**All 3 full bathrooms have hair dryers 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 QB due to the high fire danger and grills attract bears and other wild life.

**Items Provided**

Coffee, regular and decaf	Toilet paper	- One Iron and "Super Board" provided
Tea	Facial Tissue	- 59" x 36" work table that stands a comfortable 36" in height for cutting
Salt and Pepper	Paper Towels-One roll	-3 design boards
Flour, Sugar, some Spices	Dish Soap	-over 25 different -Circuit cartridges available for scrapbookers
Cooking oil, Pam	Dishwasher Detergent	-6x12 Circuit machine is provided
Full equiped Kitchen:	Hand Soap	
All pots, pans, plates, mixer, blender, 1 crock pot, two coffee machines, 4 slice toaster, griddle, electric skillet, etc...	Trash Bags	
	Paper Napkins	
	Towels and Washcloths	
	Bedding Including pillows	

\*There is an extra full size refrigerator in the garage

**\*QB does not provide mats for the Circuit machine**

**Items Not Provided, but suggested...**

- ❖ Paper towels (one roll is supplied), extra napkins, extra Kleenex and any other paper products
- ❖ **Storage containers and Ziploc bags for leftovers**
- ❖ Coffee creamers & artificial sweeteners are NOT supplied...Bring your favorite flavors
- ❖ If ladies are particular, they may want to bring their favorite pillow from home
- ❖ Slippers
- ❖ I-Pod / I-Phone for music \*Adaptor is supplied to hook up directly into the surround sound system
- ❖ 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
- ❖ Phone charges \*You are able to use Wi-Fi on your phone for e-mail/internet but cell service is spotty  
The cell phone service is intermittent depending on your provider (I am told that within a year the QB will have cell phone service. Gilpin County is putting in a cell tower)

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

If you smell smoke in the area check the Denver news station. In May I was up at the QB and experienced a smokey 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  
303-819-9720  
kristy@quinberrylodge.com  
www.Quinberrylodge.com