



## Mission Group Lodging Information and Policies

Thank you your willingness to give of yourself to help others. That is exactly what we do at Mission Centers of Houston (MCH), so we are pleased to meet your lodging needs. We take our responsibility to represent Jesus Christ in our communities seriously and want to make sure that everything we do glorifies Him. In order to ensure we maintain that standard during your stay with us, we have developed the following policies. Please trust that they were developed with your safety in mind as well as the overall interest of MCH and our communities. Thank you for your compliance and understanding.

- All mission group members are expected to conduct themselves in a respectful and appropriate manner while on site at MCH facilities. This extends to the physical facilities, MCH staff and volunteers, and community residents.
- Meals, food, plastic ware and paper products are not provided by MCH unless other arrangements are made with MCH prior to arrival. However, group may use kitchen, equipment and utensils to store food and prepare meals.
- Any grievances or concerns relating to MCH must be addressed to the volunteer group leader who will bring it to the attention of the Center Director.
- Please guard your personal items in a secure location. We are not responsible for lost or stolen items. Do not leave items of value unattended. If they cannot be secured on site take them with you while away from the facility.
- The possession, distribution or use of alcohol or illegal drugs at any MCH facility or on MCH grounds is strictly forbidden.
- Firearms, explosives, or weapons of any kind are not allowed in MCH facilities.
- All MCH facilities and grounds are smoke free. This includes products related to smoking, chewing tobacco, snuff or smokeless tobacco.
- You must lock ALL rooms, buildings and outer gates when you leave the premises. The only exception is when the Center Director requests you to do otherwise.
- Use of any MCH-owned recreational equipment or a/v equipment must be approved by the Center Director.
- Volunteer groups will be held liable for any damage done by the group to MCH facilities and will reimburse MCH for the cost of repairs or replacement.
- Group must clean bunk rooms, kitchen and bathrooms before departure. MCH will supply the cleaning supplies and equipment. Any other arrangements for cleaning must be made with MCH prior to group's arrival.
- Failure to comply with any of the above policies may (at the discretion of the MCH Executive Director) result in immediate expulsion of the person or persons who committed the infraction(s) from the premises. In extreme circumstances the entire group may be required to leave.