



## Dartmouth Outing Club of Northern California

<http://www.alum.dartmouth.org/clubs/docnc/docnc.html>

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### THE DARTMOUTH CABIN AT LAKE MARY, DONNER SUMMIT, NORDEN, CA

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## **READ THIS DOCNC AVALANCHE WARNING:**

If snow is present at or near the cabin, this is a real risk: we're not kidding! Several people have lost their lives within a few hundred yards of our cabin in recent years. Still more have suffered serious injuries.

Be careful of deep snowdrifts, tree wells, unstable [snow bridges](#) over creeks, and other hazards. Also, be aware that snow on steep slopes or corniced overhangs is especially likely to slide in AVALANCHES large and small. Members of the DOCNC Board take seriously our role in calling cabin visitors' attention to the threats of avalanches, hypothermia, getting lost, equipment failure, etc., but we cannot substitute for prudence, preparedness, and education.

Avalanches are a clear and present danger in the vicinity of our cabin whenever there is snow on the ground in the area or above. If a person is caught in an avalanche, even a tiny one, s/he is likely to be killed or at least severely injured. The cabin itself is not in a known avalanche path, nor is the route to the cabin from the Sugar Bowl Academy parking area at Donner Summit. But the backcountry vicinity immediately adjacent to and surrounding the cabin is full of potential risk factors, so please do prepare yourself and other members of your party with appropriate knowledge and equipment. Even if you venture only a few feet beyond ski resort boundaries or a road's right-of-way, **YOU ARE IN AVALANCHE COUNTRY** and you should keep that in the front of your mind.

If you venture into the backcountry (meaning, anyplace other than a road or a building), we strongly urge you to carry a transceiver, shovel, and avalanche probe, **AND** be armed with training and knowledge of how to use them.

If you or other members of your party have any questions regarding snow-related hazards, and/or if you are not fully confident of your competence, skills, training, experience, and equipment with respect to avalanche awareness, avoidance, and rescue, please contact Susy Struble or Betsy Bennett (contact info below) and also visit the appropriate online resources linked below.

Susy Struble  
Co-President, DOCNC  
415-229-4688  
[susy@sourcherrytart.com](mailto:susy@sourcherrytart.com)

Betsy Bennett  
Co-President, DOCNC  
415-440-9357  
[bennett\\_betsy@hotmail.com](mailto:bennett_betsy@hotmail.com)

FOR MORE INFORMATION AND CURRENT CONDITIONS:  
Sierra Avalanche Center  
<http://www.sierraavalanchecenter.org/>  
Avalanche Conditions Hotline: 530-587-2158

## Directions to the Cabin

- ♦ Traveling by car in good weather with little traffic, allow about **3.5 hours from SF**, or about 1 hour from Reno. Traffic on I-80 can be notoriously heavy, especially on weekends, so plan appropriately.
- ♦ Carry snow chains from 09/15 – 06/14. You will be stopped if your vehicle is not equipped for snow travel. In most cases, 4WD with snow tires on all 4 wheels is acceptable.

Directions start at the Oakland Bay Bridge Toll Plaza.

1. Drive 169 miles E on I-80.
2. Take the Norden/Soda Springs exit. There is a sign before this exit that also includes notification for the Sugar Bowl Ski Resort, which is down the same road.
3. Make a right at the top of the exit ramp (you'll see a Unocal 76 gas station). Go about 3.9 miles on this road, Old Highway 40 (aka "Donner Pass Road"). You'll pass *two* large Sugar Bowl Ski Resort signs. Immediately past the 2<sup>nd</sup> Sugar Bowl sign, you'll see the Sugar Bowl Ski Academy on your right. There is an odd, tall grey metal shed before the Academy, which is a large, white lodge.

If you pass the Academy, you'll be heading downhill on a curvy road. If so, you have gone too far!

4. Turn right into the Academy's parking lot.
5. Beginning at the back right of the parking lot is a single-lane gravel/dirt road.

***SNOW SEASON (Oct-June -- The exact "Snow Season" varies widely, of course, but these dates are a general outline):*** This road is unplowed and is usually invisible behind a giant 10-30 foot berm of snow! *If you are traveling during snow season, refer to Snow Season Parking Procedures on page 6.* Follow the instructions carefully, or a) your vehicle will be towed, and b) you will jeopardize the long-standing good relationship between Academy and DOCNC!

6. Continue about 0.25 miles along this road, curving right. If it's snow season, you'll have to ski, snowshoe or "posthole" in.
7. At the red and white "Private Road" sign on your left (typically buried under the snow during snow season), turn left into the dirt road to the immediate right of the sign itself. Remove the chain across this dirt road, drive through, and **re-hook the chain**. There is also a small "DOC" sign on the post.
8. The cabin will appear in about 150 yards: first cabin on the right, on the lakeshore.



## Cabin Amenities & What to Bring

- ◆ Bring a sleeping bag (and a sleeping pad if you would like to sleep outdoors). There are enough clean mattresses for about a dozen folks, plus two couches, a deck, and of course, the lakefront beach! It can be quite cold in the cabin at night during the snow season.
- ◆ Bring whatever sports equipment you need (e.g.: climbing gear, skis/skins, snowshoes, hiking boots, mountain bike, etc.), as well as a good book. There is a cd player in the cabin and several games, packs of cards, etc. There's also plenty of space to work/study.
- ◆ Tents, cooking sets, and utensils are unnecessary. The cabin has a full working kitchen, including a refrigerator and a sink with running water.
- ◆ Plan on any combination of hot/sunny, thunderstorm, snowy, or chilly/windy weather. The cabin is at 7000 feet elevation.
- ◆ The cabin has wood heat, kitchen, electricity & lights, running water, indoor toilet and a lake for bathing, skiing, and/or canoeing (we have a canoe!). The cabin is stocked with sufficient wood, but upon exit you must restock the upstairs pile with wood from the basement, as well as chop more kindling for the next group. (see pp. 9-10). The cabin also has two large plastic bins to help with food storage (in

addition to the cupboards). Only the tightly shut bins can be guaranteed rodent-free.

- ◆ The cabin has a phone **(530.426.0413)** Please use it only if really necessary. There is no answering machine or voice mail service, and it is sometimes difficult for people in the cabin to hear the ringer. When placing a call to the cabin, be sure to let the phone ring for a long time before you give up.
- ◆ Pets are allowed, but please be sure to keep your pet(s) well-mannered and respect anyone with allergies on non-exclusive weekends.
- ◆ There are a few candlesticks in the cabin. **BE EXTREMELY CAREFUL WITH CANDLES. DO NOT LEAVE THEM UNATTENDED.**
- ◆ Be nice to our neighbors. The Club has had good relations with these families for decades, and we would to keep it that way. Some of these families have Dartmouth connections.

## UPON ARRIVAL

### **PARKING AND CABIN ACCESS**

*Summer:* Drive right up to the cabin and park! Don't block the road, and be careful not to spin your wheels and get stuck in the gravel. Do not park on neighbors' lots or in their driveways.

*Snow Season:* You typically cannot drive up to the cabin during this period because snow blocks the way, starting at the Academy parking lot. Before departing, you must obtain a parking voucher from Mary Choy and display it on your windshield, and then hike/ski/snowshoe the short road from the parking lot at the Academy to the cabin. Note that if there is significant snow, simply walking to the cabin is difficult; you might be "post holing" up to your thighs. Be prepared with appropriate clothing and gear, like freeheel skis or snowshoes. Hauling food, bedding, drink, etc. can be a hassle during the snow season too. We recommend bringing a backpack and/or a sled to help with the hauling.

DOCNC has purchased the right to park up to three vehicles in the Academy parking lot per night; additional spaces **may** be available for a fee from ASI.

- 1) Get a parking permit from Mary Choy. ([mchoy@marychoy.com](mailto:mchoy@marychoy.com), 415-722-1711) **Please read and comply with the specific instructions printed on each permit.** If no more permits are available for the night(s) that interest(s) you, contact Sugar Bowl Academy to inquire about purchasing and individual parking pass directly from them.
- 2) **Put the parking permit on your dashboard.**

- 3) *If new snow falls overnight, be prepared to venture back to the Academy by 8:00AM the next morning to move your car, to allow a full plowing of the whole Academy parking lot. If you do not move your car to enable plowing, the Academy may decide to have your car towed at their discretion, or your car may get so snowed in and plowed around that it will take you several hours to dig your it out – on your own.*

## **DOOR LOCK**

Combination = Mary Choy will provide you with the combination to the front door padlock when she confirms your reservation. Be sure to bring a headlamp or flashlight to permit nighttime combination finding!

## **POWER**

If you arrive at night, be sure to bring a headlamp or flashlight! After entering, go to the far left corner (northwest or to the left of the wood stove) of the cabin. Find the large main circuit breaker and switch it on. It's the biggest of all the switches; you really can't miss it. Do not touch any other switches!

## **TOILET**

The following procedures must be followed carefully to ensure our toilet works well.

The toilet must be primed before use. The toilet needs power in order to be used, so be sure the general power is turned on first.

1) Confirm that the drain handle is pushed all the way in. It is located on the base of the front of the toilet.

2) Pour 3 gallons of water into the toilet. [water bucket for this purpose is usually under the sink in the "mud room" and is clearly marked]

3) Pour 6 ounces (measuring cup located in bathroom) of AquaChem or Refresh (or similar chemical toilet additive) into the toilet. You should find extra supplies on the counter top in the toilet room, on top of the wooden locking cabinet in the mudroom, or near the top of the interior stairs.

4) As long as there is power running to the toilet, you may flush the toilet by pushing the black button at the top left of the back of the toilet for a few seconds.

5) No toilet paper or paper products (or anything other than bodily wastes) are to be flushed down the toilet. Place all toilet paper in a paper bag in the waste bin. This can be burned at the end of the trip or carried out and thrown away.

**NO POWER?** Check to see if the red light on the black box behind the toilet is on. If it is not, punch the thin red stick in on the back-end of the box. Now it should work!

**HUMAN WASTE or WATER FLOATING IN THE BOWL?** This means it is full! Carefully pull out the plunger at the base of the toilet's front (it can be hard to pull out, so be patient and don't kick or move the toilet --- if you do, you could break the toilet seal and have sewage pouring out all over your feet) to drain it. This should take about 10 seconds at most. *Then re-prime it by repeating steps 1 through 3 above.*

## **WATER**

*Summer:* Everything should be ready to use. The water should come out when you turn on the faucet normally, and the hot water heater (to the left of the kitchen sink) should be plugged in. During summer, please leave the water just as it is (leave the pipes under the sink in the ON position, and leave the water heater plugged in.)

*COLD SEASON 10/01 - 06/14* There are special, *complex and important* Water Procedures during the colder months (see page 13). **Please read and follow them carefully! During this period, you must turn the entire water system off and unplug the water heater before you leave.**

**IMPORTANT: Do NOT call the plumber if you encounter any issues with the water without explicit, prior authorization from Evan Marquit or Mary Choy. Their contact information is at the bottom of this document.**

## **HEAT**

First, empty the fireplace and wood-burning stove. Dump the cold ashes into one of the steel garbage cans on the outside porch. This task *should* have been done by the exiting group before you.

*Use the wood-burning stove in the living room for heat.* It is the only efficient source of heat for the cabin. Burn only hardwood (dense and heavy) in it. The wood-burning stove in the living room is *very efficient* and can heat the whole cabin to uncomfortably high temperatures no matter how cold it is outside. For specific instructions on the wood-burning stove, see page 11. Hardwood is stacked directly next to the wood-burning stove.



If you *must* have "ambience," then use the fireplace. But please use it sparingly (firewood costs the DOCNC, and, hence, YOU, a lot of money). In the fireplace, burn softwood (less dense and lighter than hardwood) only. *If there is no softwood available, then do not use the fireplace at all.*

## **REFRIGERATOR/FREEZER**

The plug is between the refrigerator and the cabinet to the left, at eye level. Plug it in and close the door.

## **UPON DEPARTURE**

### **POWER**

Inside the cabin, go to the far left corner (northwest, or to the left of the wood stove) of the cabin. Find the large circuit breaker, and switch it off. Do **not** touch any other switches!

### **TOILET**

- 1) Pull the plunger out to drain the toilet into the holding tank below. This should take no more than 10 seconds. Plug your nose.
- 2) Then push the plunger in again, firmly.
- 3) Close the lid of the toilet.
- 4) Remove the paper bag of used toilet paper. (Burn it, or port it out to a garbage dump.)

### **WATER**

*Summer:* Leave it all as is. That is, the hot water heater should still be plugged in, and the water should flow if you turn on a faucet handle normally.

*COLD SEASON 09/15 - 06/14:* There are special, *complex* Water Procedures during the colder months (see page 14). **Please read and follow them carefully!**

## **REFRIGERATOR/FREEZER**

- 1) Remove **all** contents. **NO EXCEPTIONS, NOT EVEN WELL SEALED ITEMS!!!** *Do not leave **any** food or drinks behind, in cupboards or in the refrigerator. The next group of folks does not want your leftovers, and*

*it contributes to our problems with rodents. When it's cold out, drinks that are stored under pressure can explode. The next group will be frustrated if they arrive to find space occupied in the fridge by stuff they might not want or need. Eventually, someone will have to haul your food, drinks, and associated packaging out of the cabin, and that someone should be YOU!*

- 2) Unplug the refrigerator. The plug is on the left side between the cabinet and the refrigerator.
- 3) Empty ice trays into the sink.
- 4) Clean any mess you may have made inside the refrigerator or freezer.
- 5) Open the refrigerator and freezer doors and LEAVE THEM OPEN when you leave.

## **GARBAGE**

**Carry out anything you carried in!** This rule applies all year round and applies to all types of leftover food (including unopened stuff), drinks, and packaging. Please try to recycle. Feel free to burn any paper or cardboard in the fireplace or stove. Do not attempt to burn anything other than wood, uncoated paper, or cardboard. Place the rest in garbage bags and take it all with you.

**NOTE:** We no longer have access to the dumpster at Sugar Bowl Academy. Please take all trash out of the cabin and dispose of it properly. **DO NOT** leave your trash on or near the SBA dumpster. **DO NOT** leave your trash at the cabin. Please pack it all out. Thank you!

## **WOOD & FIREPLACE/STOVE**

Restock the woodpiles for the wood-burning stove and the fireplace.

Firewood (with separately marked stacks of softwood and hardwood) is located in the basement. Climb down the stairs under the trap door in the mudroom (next to the bathroom). The light cord is located above the stairs to the cellar.

Restock the kindling. This means chop more kindling out of *softwood* outdoors or in the basement, *not* in the cabin!

Clean out all cold ashes from stove (and fireplace, if you used it) and place in metal trashcans on entry porch. Please try to time burning correctly so you can make sure ashes are cold and that you can fully clean. **DO NOT LEAVE CABIN WITH ANY MATERIALS STILL BURNING IN THE STOVE!**

## **CLEANING**

We all appreciate a spotlessly clean cabin, so please leave it tidier than it was when you arrived. **You'll be charged \$120 if you leave the cabin untidy.** Here are a few points to help:

- ◆ Wash all dishes.
- ◆ Sweep and/or vacuum all floors (extra vacuum bags are upstairs).
- ◆ Clean excess ashes out of the fireplace and the wood stove as instructed above.
- ◆ Wipe down kitchen counters.
- ◆ Take ALL leftover food and drinks with you.

## **LOG BOOK**

*Make a happy entry in the log book! Bonus points for illustrations! ☺*

## **DOOR LOCK**

Remember to lock the door when you leave!

## **MISCELLANEOUS**

### ***Wood-Burning Stove***

**Note:** Please use this stove to heat the cabin.

- ◆ Hardwood only.
- ◆ The higher the number on the rotating door vent, the hotter the fire, and the faster the burn.
- ◆ Never burn anything other than uncoated paper, cardboard, or wood in either the wood-burning stove or the fireplace.

### ***Fireplace***

- ◆ Softwood only. If our softwood stock has run out, do not use the fireplace at all.
- ◆ Never burn anything other than uncoated paper, cardboard, or wood in either the wood-burning stove or the fireplace.
- ◆ ALWAYS keep fire screen in front of the fireplace, except when feeding the fire. Familiarize yourself with the location of the fire extinguishers and exits.
- ◆ Put burnable materials well back into the fireplace. This reduces the risk of a cabin fire and produces less smoke.
- ◆ When leaving the cabin, be sure any fire is totally extinguished. Place the screen tightly in front of the fireplace.

## **COLD WEATHER WATER PROCEDURES (Roughly 10/01 – 06/14)**

### **Explanations**

The system is designed so that you can both turn it on and off *all from under the kitchen sink*. The entire system, including the water heater, must be filled and drained each weekend during the cold weather season to prevent frozen and burst pipes.

### **Pump**

The pump is located in the pump room in the basement. During the cold weather season, it is kept constantly warm by light bulbs that generate enough heat to keep the temperature in the pump room above freezing. These lights are on a separate circuit and do not go off when the main cabin power is turned off. You should not have to go into the pump room for any reason, although in an emergency (pipes really frozen or burst) water can also be drawn from the hose attached to a valve on top of the pump. Except for a complete failure of the pump, you can still get water, and should never have to melt snow.

When running water, you will note from time to time that the red light next to the breaker box in the commons room will come on, indicating that the pump is running. It should do so only long enough to bring the ballast tank up to pressure. If you note that the red light is on continually, and will not shut off, there is either a problem with the pump, or you have “bad” running water (e.g. an open drain valve, or burst line). Please check immediately and if necessary turn off the power to the pump only (not to heating lights). *If you have ANY questions or concerns, please contact Mary Choy or Evan Marquit (contact info at the bottom of this document)*

### **Draining the System**

It is important that the system be fully drained before departure to insure that pipes do not freeze and burst. The main water shutoff valve is located below ground in a gravel drain box in the basement under the kitchen sink. This valve is controlled by the on/off lever, which is a galvanized pipe that runs up to under the kitchen sink and turns 90 degrees left and right. The below ground valve allows remaining water to drain from the system into the drainage box when the water is shut off. The water line itself runs up through a larger galvanized pipe sheath and goes to the blue secondary shutoff valve under the sink.

The system is intended to be drained by allowing most of the water in the copper feed lines and the hot water tank to flow outside the cabin in a separate drain pipe from the sink system. This is so as not to flood the drain box below ground at the main shutoff. For this reason it is important to drain the standing water in the main feed line last.

**Please follow the procedures for turning the water off in the order specified to insure proper drainage.**

### **Special Note re: Very Cold Weather**

Automatic Heat tapes have been installed on the porch lines, and also on the main feed line coming up through the basement. They should remain plugged in at all times, and will only operate when a built-in thermostat tells them temperature has dropped below freezing.

In very cold weather there is still the slight chance that the pipes can freeze. Also if you let the cabin go completely cold while the system is activated this risk is much greater. If water does not flow after correctly following the procedures listed, **please be patient**. Open the taps and wait. The lines usually will thaw as the cabin warms and the heat tapes kick in. Open the doors under the kitchen sink to allow quicker warming.

If a pipe does burst most likely this would be in the porch sink system. It can be isolated it by closing the two yellow valves on the porch sink, leaving the kitchen sink operational. Please report back any problems with the water system to Mary Choy, Betsy Bennett or Susy Struble (contact info at the end of this document).

### ***Turning the water ON:***

1. **Close hot and cold water taps** on the kitchen and porch sinks.
2. **Close** (turn clockwise) the **two green drain valves** under the kitchen sink.
3. Turn **on** the main water **on/off lever** under the kitchen sink by moving it 90 degrees to the **right** (counter clockwise). (This lever is the **Silver** galvanized pipe covered with duct tape. It is an inverted "L" shaped pipe that goes through the floor and extends down to the below-ground shutoff and drain valve in the basement.)
4. **Blue** valve under sink should already be open (if the last party followed shutdown procedures properly)
5. **Open** hot water tap on kitchen sink to allow hot water tank to fill. Air will be forced from the system and you will hear the tank fill. This can take up to 10 minutes. When water runs from the tap, then the tank is full and you can close it.
6. Plug in the water heater **AFTER** tank is full. Within about 30 minutes, the water in the tank should heat up and you will have hot running water.

**Summary of ON final positions:**

- A. Green valves closed.**
- B. Blue valve open.**
- C. Main ON (right).**
- D. Water heater plugged in.**

**Note:** The **RED** valve that controls the cold source to the water heater should always be OPEN. The **Yellow** valves that control the porch lines (located below and to the right of the sink) should also always be open.

***Turning the water OFF:***

1. **UNPLUG** THE WATER HEATER FIRST!!!
2. **Close** (turn clockwise) the **BLUE** valve under the kitchen sink.
3. Turn **OFF** the **main water on/off lever** under the kitchen sink. (Move the **Silver**, duct-tape covered handle 90 degrees to the left)
4. **Open** both the **hot and cold taps on kitchen and porch sinks**.
5. **Open** (turn counter-clockwise) the **two Green valves** under the kitchen sink. **Wait** approximately 5 minutes until the entire system including the hot water tank has drained.
6. **Open** (turn counter-clockwise) the **BLUE valve** under the sink. Do this only after the hot water tank has fully drained. This allows the remaining standing column of water in the main feed line to drain through the below-ground shutoff valve.

**Summary of OFF final positions:**

- A. Water heater unplugged!**
- B. Main on/off lever to left.**
- C. Blue valve open.**
- D. Green valves open.**
- E. Sink taps open**

**Note:** The **RED** valve that controls cold source to the water heater should always be OPEN. The **Yellow** valves that control the porch lines (located below and to the right of the sink) should also always be open.

## Useful Contact Information

### ANY EMERGENCY

### 911

USFS Avalanche Info re: Tahoe Area	530.587.2158
Sugar Bowl Ski Resort	530.426.3836
Mary Choy (DOCNC Sec'y) (don't call after 9:30pm)	415.722.1711
<a href="mailto:mchoy@marychoy.com">mchoy@marychoy.com</a>	
Susy Struble (DOCNC Co-President)	415.229-4688
Betsy Bennet (DOCNC Co-President)	415. 440-9347
Sugar Bowl Ski Academy	530.426.6771
Sierra Club's Clair Tappaan Lodge (Old Highway 40)	530.426.3632
CHP Truckee	530.587.1242
CA Road Conditions	800.427.7623
PG&E (DOCNC billing name is John Kunz)	1-800-PGE-5002
Weather: Bay Area, Central Valley, and Trans-Sierra	415.364.7974
Weather: Sacramento Valley and Sierra	530.646.2000
Ski Phone	415.864.6440

Sierra Avalanche Center	<a href="http://www.sierraavalanchecenter.org/">http://www.sierraavalanchecenter.org/</a>
California Snow Survey	<a href="http://cdec.water.ca.gov/snow/">http://cdec.water.ca.gov/snow/</a>
California Weather	<a href="http://iwin.nws.noaa.gov/iwin/textversion/state/ca.html">http://iwin.nws.noaa.gov/iwin/textversion/state/ca.html</a>
California Road Info	<a href="http://www.dot.ca.gov/hq/roadinfo/">http://www.dot.ca.gov/hq/roadinfo/</a>
Tahoe National Forest	<a href="http://www.r5.fs.fed.us/tahoe/">http://www.r5.fs.fed.us/tahoe/</a>
DOCNC	<a href="http://www.alum.dartmouth.org/clubs/docnc/docnc.html">http://www.alum.dartmouth.org/clubs/docnc/docnc.html</a>



## DOCNC CABIN READINESS FORM

Please complete this form and return it to Mary Choy at [mchoy@mchoy.com](mailto:mchoy@mchoy.com) or 523 ½ Clayton Street, San Francisco, CA 94117.

### Was the... departure

### Upon Arrival

### Upon

Power off?

\_\_\_\_\_

\_\_\_\_\_

Water off? (*Snow season only*)

\_\_\_\_\_

\_\_\_\_\_

Wood stacked?

\_\_\_\_\_

\_\_\_\_\_

Kindling stocked?

\_\_\_\_\_

\_\_\_\_\_

Refrigerator off and door open?

\_\_\_\_\_

\_\_\_\_\_

Toilet drained, cleaned, and operable?

\_\_\_\_\_

\_\_\_\_\_

Kitchen and floor clean?

\_\_\_\_\_

\_\_\_\_\_

Dishes clean?

\_\_\_\_\_

\_\_\_\_\_

### Were there adequate supplies of...

Light bulbs?

\_\_\_\_\_

\_\_\_\_\_

Toilet Paper?

\_\_\_\_\_

\_\_\_\_\_

Paper towels ?

\_\_\_\_\_

\_\_\_\_\_

Garbage Bags?

\_\_\_\_\_

\_\_\_\_\_

AquaChem?

\_\_\_\_\_

\_\_\_\_\_

Matches?

\_\_\_\_\_

\_\_\_\_\_

Firewood?

\_\_\_\_\_

\_\_\_\_\_

Other comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Returned: \_\_\_\_\_

Name: \_\_\_\_\_ Class: \_\_\_\_\_

Email: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Telephone: Day (\_\_\_\_) \_\_\_\_\_ Evening (\_\_\_\_) \_\_\_\_\_