Instructions

East Coast Location: Bend of Ivy retreat center near Asheville, North Carolina.

You will need this information as you prepare to pack for your retreats. This document provides you with the basic operating procedures for your retreat center and packing instructions so you are properly prepared for the activities and weather. If you are driving, the directions to the retreat center are also included.

Electronic Communications and Being "On Retreat":

During your Leadership Program, you will be "on retreat" at a retreat center. It is important to understand that being on retreat as a member of a Co-active Leadership learning community, requests of you to let go of the world outside of work and family for the period of time that you are on site. Please do not plan on doing other work while on retreat. We strongly recommend that you leave your electronic communication devices (e.g. smart phones, mobile phones, lap tops, iPads, etc.) either turned off for the entire duration of the retreat or at home.

The usage of such devices interferes with the retreat nature of the leadership program experience and pulls participants away from full engagement with the program. Your usage of electronic communications devices not only affects the level at which you are fully engaging in the program, it also contributes to a weakening of the container of community that you and your fellow leadership participants will be creating together, negatively affecting the experience of others.

We recognize that, in this day and age, it is sometimes very challenging to refrain from using electronic devices and that sometimes it is necessary to use them. As a result, while we prohibit the use of electronic devices in all common areas where other participants gather, we ask you to be discreet in your usage of them in privacy and only when absolutely necessary.

Exceptions:

- If you have music on your smart phone and think you might want to share it with others by hooking it up to the stereo system, you are welcome to do so.
- For those who use an electronic calendar, there will be some formally-designated times where having your calendar handy will be necessary.

Available Phone:

A phone is available on site for local calls, if needed (see above about being "On Retreat). Please bring calling cards for any long distance calls.

Laundry:

There are no laundry facilities or laundry services available to participants during the retreats.

What to Bring (pack lightly)

Important Items

□ Flashlight *Rain Gear (see local weather) ■ Water Bottle Day Pack (a small pack for carrying items like your water bottle, rain gear, gloves, etc.) Any medications, supplements, and hygiene items you may need, including allergy, antacids, cough drops, and natural remedies

Other Ite	ems
	Jacket or warm sweater
	Both lightweight clothes (shorts, etc.) and warm clothes for cold or wet weather
	Soap, shampoo, toothbrush, etc.
	Sturdy walking shoes that provide traction and ankle support
	Sandals or tennis shoes
	Slippers for inside
	Bathing suit
	Insect repellant
	Sunscreen
	Gloves for ropes course (well-fitted leather is best)
	Hat (for sun & warmth)
	Ear plugs (shared accommodations)
	Personal calendar
	Alarm clock/watch
	Pen
What NC	OT to Bring
	Laptops and other electronic communication devices (e.g. smart phones, mobile phones, iPads, etc., unless you use it
_	for your calendarthen, it is ok to bring, as long as you only use it for this purpose, during such time as we make
	formal time available to do so.)
	Expensive jewelry
_	Perfume/cologne
	Cellular phones (for emergency use)
	Alcohol
_	Audition

You will do a lot of floor sitting and outdoor activity. Please dress accordingly.

Local Weather

Blue Ridge Mountain weather varies greatly depending on the season. Please pack clothing according to current seasonal weather conditions and plan to dress in layers. Visit www.weather.com for current conditions and forecasts for Asheville.

*For retreats 1 & 2 you will spend a fair amount of time outdoors, rain or shine. Waterproof shoes, pants, rain poncho and jacket with hood are recommended in wintertime.

Bend of Ivy Lodge Retreat Habits & Suggestions

- 1. It is recommended that you arrange to carpool to Bend of Ivy Lodge or arrange transportation from the airport. (Some transportation numbers: Van Request (480)694-1521, Highlander Transportation (828) 808-1175, and Asheville Airport Shuttle (828) 231-1053.
- 2. Accommodations are the main lodge with shared bedrooms (2 to a room) or roadhouse and studio that is dorm style with 4-5 to a room.
- 3. All bathrooms are shared
- 4. Bed linens, towels, soap and shampoo are provided.
- 5. Smoking is not allowed in the cabins and buildings.
- 6. To avoid poison ivy and ticks, stay on roads and paths while hiking.
- 7. There are local stores 10 minutes from the lodge but it is better to be prepared bringing everything you need with you. (Suggestions: ear plugs, sunscreen, bug spray, hiking shoes, layered clothing.)
- 8. There is a pond for swimming so bring swim suit, towels for swimming and water shoes for in the pond in the warmer months. (Weather averages to help plan your trip can be found at: http://www.weather.com/weather/wxclimatology/monthly/graph/USNC0022 Weather can be more extreme than the averages so please plan accordingly.
- 9. Telephones: There is sparse cell phone reception on the property. There is one guest telephone for local calls and to receive calls. The number is (828) 658-9578 and has an answering machine for your use so check it for messages. For long distance calls you will need to use a calling card. The site managers phone can be used for emergencies only (828)-545-4619. Call our office number (828) 645-0505 for non emergency questions. (We do not assign rooms so please don't call about your room assignment.)
- 10. Internet access: There is internet access in the front entry way of the lodge and in the dorm areas.
- 11. Hiking & Jogging: There are some hiking trails on the property that are located on a map in the entryway or there is jogging on the roads.

Driving Directions

Location: Bend of Ivy Retreat Center

Phone: 1-828-645-0505

From Asheville Regional Airport (AVL):

- 1. Leaving airport exit, take a left at the light onto Airport Rd.
- Go about 1/2 mile, and take I-26 West through Asheville, passing Exit 3, and getting in the left lane as you cross the French Broad River.
- 3. Take Exit 4A on the left for US 19/23 North and I-26 West towards Weaverville.
- 4. Go about 8 miles, then take Exit 19A for Rts. 25/70 North to Marshall. Circle around ramp, and go north on 25/70, measuring 5.5 miles from the traffic light.
- 5. Turn right on Oak Grove Rd. (at the bottom of a long downgrade; second right after Jupiter Rd.)
- Follow Oak Grove Rd about a mile to a stop sign. Look across the road, to the left of the church parking lot, for a big black mailbox. Enter our gravel driveway at the mailbox.

QuickTime™ and a decompressor are needed to see this picture.

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