**RWW Registration Attendance Rules**

1. **No refunds after July 6th**
2. **No substitutions.** **If you arrive and are not registered and paid, you will not be able to stay**.
3. There are limited rooms at the 4H. Therefore, to be fully registered, you must submit your registration form and payment.
4. If you are rooming with others, their registrations and payments must be complete to hold your room.

**Ground Rules and Guidelines, Smith Mountain Lake 4H Conference Center**

1. **Respect and kindness towards others is essential at the workshop. Humility, love and service are guiding principles of Alcoholics Anonymous**
2. **NO** **smoking or vaping** inside the facility and rooms. Designated outside areas only. If you smoke or vape inside your room or the facility, you will be asked to leave.
3. **NO** **alcohol or recreational/illegal drugs** are permitted on premises. Possession will result in your departure from the facility. Smoking of tobacco only is allowed in certain designated areas.
4. Please be respectful, kind, and considerate. If you have an issue, please speak with a Steering Committee member.
5. Absolutely **NO** swimming in Smith Mountain Lake.
6. No entering the hospitality suite when it is closed.
7. The speed limit on the 4-H property is 10MPH.
8. If you damage 4-H property, you will be responsible for paying for it.
9. NO littering.
10. Please tell your “inner child” no jumping or standing on the furniture.
11. No fishing without a valid Virginia fishing license.
12. Please be considerate of your neighbors – QUIET TIME begins at 11:30 PM.

**Sunday Morning Check Out Procedures**

1. Rooms must be vacated by 10am Sunday morning
2. Please strip your bed, put sheets, towels, etc.in pillow case. If you are in the Reid Lodge, bring your pillowcase to the front near the registration desk. If you are in the Hepler Lodge, place your pillow case at the dorm entrance to your room.
3. Put room trash in large trash bins in hallways
4. **\*\*\*\*Be sure to return your room key on Sunday morning. Key return will be outside the auditorium on Sunday morning. You will be charged $50 for a missing key.**
5. Please make a final check of your room – leave it as you found it.
6. Lend a hand with the final “general clean-up and packing” of the facility.