



Guest Information & Guidelines

OAKS INDIAN MISSION | P.O. Box 103, Oaks, OK 74359
Phone: 918.868.2196 | Fax: 918.868-3804
oaksindianmission.org

FORMS

- Please complete and submit the group registration form at least three months prior to the requested arrival date.
- Each group member needs to complete each of the following:
 - **Group Registration Form**
 - **Waiver & Release of Liability Form** (*signed by parent or guardian if under 18.*)
 - **Guest Information & Guidelines Form**

CHECK IN, CHECK OUT:

- Arrival times should be scheduled between 8:30 a.m. and 4:30 p.m. if possible. Please contact Andi Tucker, should you need to request other arrangements.
- All individual and group bills must be paid in full before departing the Mission campus unless specific billing arrangements have been made through Andi Tucker.

CURFEW:

- There is no Mission curfew for guests. However, we ask that in consideration for our residents and neighbors, if you are on campus, please be in your bunk house by 10pm.
- Please note that our children are always directed to be in their houses by dark.

LODGING:

- The bunkhouses are equipped with a microwave, refrigerator, dishwasher and coffee maker (one has laundry facilities).
- Lodging rates: \$45 per person, per night. The prices include 3 meals. Breakfast items will be in the bunk houses. Lunch and dinner will be served in the Dining Hall, unless notified otherwise.
- If your group does not need meals the price is \$30 per person, per night. Final number of people attending should be turned in one week prior to arrival.

FIRST AID:

- There are no on-campus first aid personnel. However, staff members have had CPR/First Aid training. There are also first aid kits located in each bunk house. Emergency response and ambulance service is within one mile of campus.

LOST AND FOUND:

- Items that are found in the buildings or on the grounds are placed in lost-and-found. We will hold items for up to two weeks before we donate it or give it away. If you are looking for a lost item, please email mail@oaksindianmission.org or call the office at (918) 868-2196. Please provide a description of the item, contact information, and where you last saw/had the item.

WIFI:

Free limited Wi-Fi access is available to our guests on campus.

RESTRICTIONS**ALCOHOL, DRUGS & TOBACCO:**

- Oaks Indian Mission is a tobacco, alcohol and drug free campus. Use or possession of alcoholic beverages and controlled substances are strictly forbidden. No tobacco is allowed on the campus. Noncompliant guests will be asked to leave, will forfeit any right to refund, and may jeopardize the invitation of their group to return to Oaks Indian Mission.

DAMAGE OR THEFT OF OAKS INDIAN MISSION PROPERTY:

- Any damage such as graffiti, broken beds, broken windows, damage to doors, walls, floors, or furnishings, etc. will be billed to your group, as well as costs for any stolen items. Please be sure to tell your group members to be careful.

FIREARMS/FIREWORKS:

- Possession of firearms and fireworks of any nature are strictly forbidden.

PETS:

- Absolutely no pets allowed on the Oaks Indian Mission campus. Guests who bring pets may be asked to leave or take the pet off the property. However, we gladly invite those with service dogs (guide dogs, etc.) to use our facilities.

MISSION RESIDENT INTERACTION:

- We encourage guests to interact with our residents whenever possible. However, the state licensing agency requires a staff person be in attendance with residents whenever they are with visitors.
- It is often requested by guests to do activities with our residents and we encourage it but due to the various student schedules, we ask that group members either do activities on campus with our students when they are available (basketball, stickball, board games, pool, air hockey, bonfires, etc.) or plan to attend their school or other activities (i.e., basketball, football, softball, FFA, etc.).
- Mission residents are not allowed to ride in vehicles other than authorized Oaks Indian Mission vehicles.

- Limited pictures of our residents are permitted, however, it is the best policy to ask them first.
 - Posting to social media is also permitted but to ensure the safety of our residents, we ask that no names be used.
- A schedule of campus activities can be requested from Andi Tucker.

By signing below, I am acknowledging that I have read and understand all of the guest information guidelines and I agree to follow all of the guidelines listed.

Check all that apply:

Youth Adult Group Leader

Last Name: _____ **First Name:** _____

Group: _____ **Trip Date:** _____

Signature of Participant

Date

If participant is under 18:

Signature of Parent/ Guardian of Participant

Date

Printed Name of Parent/Guardian of Participant