

Ganaraska Forest Centre

Weekend Experience Groups Planning Information



The following information is provided to assist you and your group through the booking process and to help prepare for your **Ganaraska Forest Centre (GFC)** visit:

PERMIT REGULATIONS & CONFIRMATION OF BOOKING:

Please read your permit carefully to understand our regulations and the cancellation policy. All Ganaraska Forest Centre weekend experience groups must submit a **50% non-refundable booking deposit AND a signed permit**, within **10 days** of receiving the booking package to secure their visit, or the date will be opened up to other clients.

***Please Note:** All **indoor overnight experience groups** are to submit a **cleaning/damage deposit of \$500.00** along with their non-refundable deposit and permit to secure their visit.

All documents can be returned by email or by mail to: **Ganaraska Region Conservation Authority**
2216 County Road 28
Port Hope, ON L1A 3V8

PAYMENTS:

Payments can be made via credit card by calling the **GRCA (905) 885-8173 ext. 227** and speaking with **Michelle Giddings, GRCA's Bookkeeper** or via e-transfer sent to mgiddings@grca.on.ca using your **invoice number as your password**

ARRIVAL/DEPARTURE TIME & ORIENTATION TOUR:

Weekend groups are to arrive: **Friday @ 5:00pm** and depart **Sunday @ 12:00pm (noon)**

***Please Note:** (Must arrive before 7:00 pm to have sufficient time for orientation tour)

The **Weekend Supervisor will meet your group leader or contact person listed on the permit upon arrival** and conduct an **orientation tour** with them. Emergency procedures will be discussed at this time. Please ensure that all members of your group are made aware of all fire doors, fire extinguishers, and alarms before unpacking. A damage inventory assessment of the facility will take place as well at this time.

TELEPHONE USE:

In the event of an emergency, please use a cell phone or the office telephone to contact **911**.

NOISE BY-LAW:

In accordance with the Municipality of Port Hope's Noise By-Law and out of respect for the neighbours of the Ganaraska Forest Centre, **please refrain from making any noise outside between the hours of 11:00pm and 8:00am**. Your consideration of our neighbours is appreciated.

FIRES:

Campfires are permitted only in established fire pits at the GFC, and are **prohibited anywhere else in the Ganaraska Forest**. Outside campfire wood is **prohibited**; firewood is available from the weekend supervisor at a cost of \$10.00 per box of wood. Please **DO NOT** strip bark from any trees or take live wood from the forest.



ENERGY CONSERVATION/CLEANLINESS:

These are key concerns of the Ganaraska Forest Centre. We ask you and your group to “**take only memories and leave only footprints**”. For residential groups, we ask for your support in making sure, only the doors of the mudroom are used, outdoor footwear is removed upon entering the buildings, lights are turned off and doors are shut when rooms are not in use.

RECYCLING AND WASTE REDUCTION:

A weekend at the GFC is a good opportunity to involve your group in recycling and good waste management. **Composting facilities are available at the GFC and we recycle cardboard, glass, tin and aluminum cans, plastics, and paper.** Other waste goes into a garbage dumpster which is expensive and not environmentally friendly. Please help us by composting, recycling, and smart shopping. When purchasing food for your visit, remember to buy in bulk, not individually-wrapped items, buy juice crystals not individual drinking boxes and use containers that can be recycled or are reusable.

KITCHEN EQUIPMENT (Indoor groups only):

Common kitchen utensils and equipment are available for your use. A medium-sized fridge, two electric stoves, freezer and shelving space are available for storing your supplies. The group must supply items such as dish soap, washcloths, scrub sponges, tea towels, bleach, scissors, garbage bags and oven mitts.

ACTIVITIES:

The Ganaraska Forest provides many areas in which to follow outdoor pursuits. We **DO NOT** rent equipment outside of cross-country skis and snowshoes, but encourage weekend groups to bring their own equipment. Maps and information are available by request. Suggested activities are:

- Hiking on our extensive forest trail system
- Wildlife Habitat Trail hike
- Map Reading & Orienteering
- Tree Identification Trail
- Games & activities in extensive fields surrounding the GFC

POISON IVY & OTHER POISONOUS PLANTS:

The building site and surrounding grounds are kept clear of poison ivy; however, it is abundant within the Forest. Visitors should stay on maintained paths, wear clothing that covers the body (especially legs and ankles), and wash thoroughly with soap and water upon returning to the Centre. If you discover other plants that you believe that are poisonous or invasive, please inform the Weekend Supervisor.

SPECIAL ARRANGEMENTS:

Any changes your group wishes to make (early set-up, moving of picnic tables, etc.) **MUST** be approved by the GFC prior to your arrival. This allows the weekend supervisor to be informed of possible changes in routine.

The GRCA reserves the right to hold special events at the GFC during the period of your group's visit. If such an event is scheduled during your visit, your group will receive as much advance notice as possible and every effort will be made to avoid conflict of uses.

QUESTIONS? Email or call **Matt Williams**, mwilliams@grca.on.ca or (905) 885-8173 ext. 231

ENJOY YOUR VISIT TO THE GANARASKA FOREST CENTRE!

