

### Departing Mercy Center

Generally, bedrooms must be vacated by noon on the day of departure. Occasionally, it may be necessary to vacate earlier if another group is arriving that day. You will be notified of this when you check-in. Remove linens from the bed, collect used towels and place them in designated hampers. Please turn off the heat or air conditioning in your bedroom and close the window. Return all keys.

### Driving Directions

From Folsom: Take Auburn-Folsom Road east to Auburn. Turn right onto Sacramento Street.

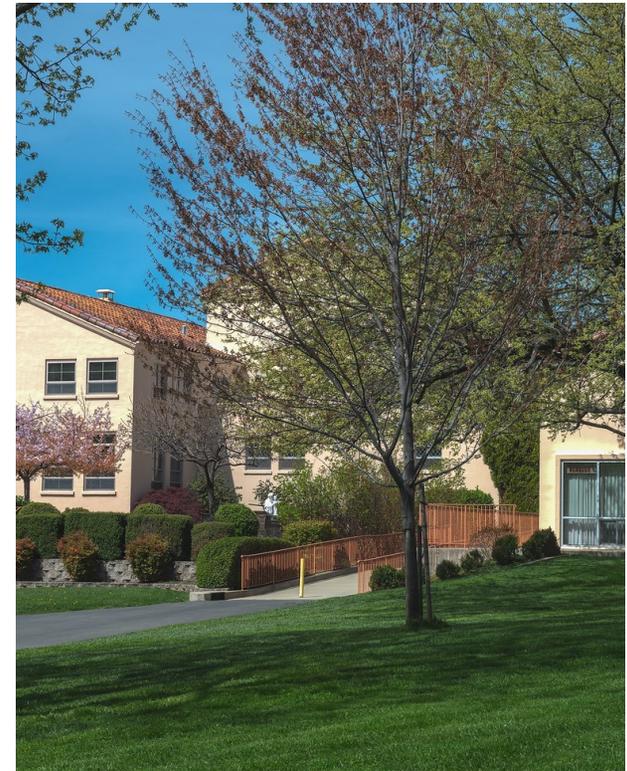
From Sacramento or San Francisco: Take I-80 East towards Reno. Exit at Newcastle Road. Proceed straight through stoplight and continue about 2.5 miles to stop light. Turn left onto Auburn-Folsom Road and then turn right at 2nd light onto Sacramento Street.

From Sacramento International Airport: Take I-5 South (Los Angeles) to I-80 East towards Reno, then follow directions above.

From Reno/Lake Tahoe: Take I-80 West to Highway 49 Grass Valley/Placerville exit. Bear right onto Highway 49. Turn right onto Lincoln Way. Proceed to next light, and turn left onto Auburn-Folsom Road. Go through 3 lights (about 1.5 miles) and then turn left onto Sacramento Street.

From Grass Valley/Nevada City: Take Highway 49 through Auburn to the intersection at Lincoln Way. Turn right onto Lincoln Way. At next light, turn left onto Auburn-Folsom Road. Go through 3 lights, then turn left onto Sacramento Street.

From Placerville: Take Highway 49 through Coloma, Cool and into Auburn. As you come up from the canyon into Auburn, stay straight and go under the train bridge. Stay in the left lane and follow High Street through downtown until it intersects with Auburn Folsom Road. Turn left onto Auburn-Folsom Road. Go to third light and then turn left onto Sacramento Street.



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## MERCY CENTER AUBURN

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Sisters  
of Mercy

Mercy Center Auburn is sponsored by the  
Sisters of Mercy of the Americas,  
West Midwest Community

GUIDELINES FOR  
HOSTED GROUPS

## Guest Guidelines

### Designate a Group Representative

Designate someone within your group to serve as host. This person must arrive during office hours in advance of other participants to receive an orientation to the Center. The orientation will include information about:

- ◆ Areas reserved for your use
- ◆ Bedroom accommodations
- ◆ Restroom accommodations
- ◆ Food service
- ◆ Security System

### Check-in and Bedroom Assignments

Your designated host will be responsible for registration and bedroom assignment. Your group will be given a blank bedroom assignment form and may opt to pre-assign rooms or allow participants to choose their own room upon arrival. All bedrooms are single-occupancy with either single or double beds, a sink, desk, wardrobe, and chair. Towels, sheets and pillows are provided. Guests are asked to make their beds upon arrival and to remove used linens and place them in designated hampers before departing. If an extra blanket or pillow is desired, guests are encouraged to bring their own.

### Bedroom Keys

We do not typically provide keys to our bedrooms, however, individual bedroom keys are available upon request. If you opt to distribute keys, you are responsible for collecting them before departure. Group/contact person on contract will be billed for cost to replace lost keys.

### Restrooms/Showers

Communal/single-gender restrooms/showers are available on each floor.

# Mercy Center Auburn

*Where beauty, tranquility and hospitality create sacred space for spiritual renewal and provides the setting for meaningful reflection, dialogue and learning.*

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### Food

Our dietary department is committed to serving delicious, healthy food and strives to offer daily choices for people with a variety of dietary needs. We cannot support very specific individual dietary needs, so if you have individuals in your group who have a food allergy or intolerance, please inform them that they are welcome to supplement their meals by bringing some of their own food items. We have a refrigerator and microwave available for guest use.

### Cell Phones/Computers

To maintain the quiet, prayerful atmosphere of the Center, we ask guests to refrain from cell phone use in and around the Center. Wireless internet is available throughout the Center.

### Tobacco-Free Environment Policy

The Sisters of Mercy West Midwest Community campuses have adopted a tobacco-free environment, which is in compliance with applicable federal and state laws. Sisters of Mercy West Midwest is committed to providing a safe and healthy environment and to promoting the health and well-being of all who visit our campus. The Tobacco Free Environment Policy is in effect 24 hours per day, 7 days a week.

### Fragrances

Please help us accommodate our guests who are sensitive to perfumed fragrances and other scented products by refraining from the use of these products during your stay at the Center.

### Chapel Use

If you wish to gather in Sierra Chapel as a group at a specific time, a reservation for the Chapel must be made in advance and is subject to availability.

### Parking

Upon entering Gate #2, guest parking lots are located adjacent to Mercy Center. Both upper and lower lots are for guest use. Signs will direct you to these lots. Handicapped parking is designated.

### Security System

The Center has a keypad security system that works on four exterior doors. You will be given a 4-digit code when you arrive.

### Your Schedule

We ask that you mail, fax, or email a copy of your planned schedule to Mercy Center prior to your arrival. Please plan around the following meal times: Breakfast-7:30am; Lunch-12:00pm; Dinner-5:15 pm. Meal times cannot be adjusted.