



# **TIMBERLINE** **2023 SUMMER** **CAMP AND** **COACH MANUAL**



## CONTACTS

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# YOUR RESPONSIBILITY CODE

- 1** Always stay in control. You must be able to stop or avoid people or objects.
- 2** People ahead or downhill of you have the right-of-way. You must avoid them.
- 3** Stop only where you are visible from above and do not restrict traffic.
- 4** Look uphill and avoid others before starting downhill or entering a trail.
- 5** You must prevent runaway equipment.
- 6** Read and obey all signs, warnings, and hazard markings.
- 7** Keep off closed trails and out of closed areas.
- 8** You must know how and be able to load, ride, and unload lifts safely. If you need assistance, ask the lift attendant.
- 9** Do not use lifts or terrain when impaired by alcohol or drugs.
- 10** If you are involved in a collision or incident, share your contact information with each other and a ski area employee.

**KNOW AND OBEY THE CODE.  
IT'S YOUR RESPONSIBILITY.**

*If you need help understanding the Code, please ask an employee.*

## YOUR SUMMER CAMP CHECKLIST

This sheet is designed to assist you in getting everything ready for your camp's arrival. Please remember that providing this information to us in the allotted time frame is essential.

### Pre-Camp Checklist:

- Register & request your hill space.
- Pay your lane deposit. (\$1,000)
- Obtain your liability insurance and make sure a copy is forwarded to us no later than 30 days prior to arrival. (see appendix C)
- We recommend coordinating a meeting with the Camp Administrator at least one day prior to your first day on the hill to do the following:
  1. Provide us with a current camp roster.
  2. Provide us with your local phone number and address.
  3. Provide us with your first session's 1Risk medical releases & 1Risk Timberline liability release forms.
  4. Leave ample time to go over the coach manual with Camp Administrator.
  5. Pre-pay your session's estimated charges. Failure to do so will result in a "hold" on your tickets.
  6. Confirm meals & lodging information.
  7. Confirm special arrangements for any on hill requests.
  8. Confirm type of training scheduled for each day (slalom, giant slalom, FTC, moguls etc.).

**If you do not meet with us prior to your first day on the hill, expect to be delayed. If you do not have the required paperwork you will not be afforded hill privileges.**

### New Session Checklist:

The day before each new session you will be prepared to do the following:

1. Pay off previous session invoices in full.
2. Provide us with an updated camp roster.
3. Provide us with your digital 1Risk signed release and indemnity forms.
4. Provide us with your digital 1Risk medical releases for all minors.
5. Inform us of any changes of address, phone, etc.
6. Make certain you are pre-paid for your session.

## WELCOME TO THE 2023 TIMBERLINE SUMMER SKI SEASON

Please take the time to thoroughly read this manual as it contains **new information**; which you are responsible to disseminate to your staff and participants.

## REGISTRATION

Please refer to the website at: [www.timberlinelodge.com/summersnow](http://www.timberlinelodge.com/summersnow)

Questions regarding on hill availability:

- Alpine lane space please contact Gretchen Kelly [gkelly@timberlinelodge.com](mailto:gkelly@timberlinelodge.com)
- Freestyle Training Center contact Chris Hargrave [chargrave@timberlinelodge.com](mailto:chargrave@timberlinelodge.com)

### Pre-arrival Requirements

- Register your camp and reserve your hill space online at:  
<https://timberlinelodge.formstack.com/forms/summerspaceregistration>
- A deposit of **\$1,000.00** is required to confirm your reservation. Deposit funds will be applied to regular camp expenses.
- **Certificate of Insurance (COI)** - Obtain your liability insurance and make sure a copy is forwarded to us no later than 30 days prior to your arrival. The insurance must name **R. L. K. & Company, operators of Timberline Lodge & Ski Area, and the United States Government** as additionally insured (see Appendix C "Insurance Requirements" for **NEW** details). **Without a valid COI on file - your camp will not be allowed to train.**
- All attendees, including coaches, on hill staff members and camp participants must sign a digital 1Risk Timberline Agreement of Release & Indemnity Form for each session. This form will release and indemnify R. L. K. & Company, Timberline Lodge and their Directors, Owners, Agents, Landowners, Affiliated Companies, and Employees from any and all claims and liabilities (including costs and attorney's fees) arising out of or in connection with participation in this program and the use of any facilities at Timberline.
- Digital 1Risk medical releases are required for all staff and participants ages 18 and under. This will help you in the event of an injury or emergency, in that we can print it for transport with your camper to a medical facility. Medical treatment cannot be considered without that release. These forms are supplied by Timberline and must be updated with each session.
- Meet with the Camp Administrator at least one day prior to your first day on hill to fill out paperwork, coordinate special requests, etc. Most paperwork can be handled via email. If you do not complete all paperwork in advance, expect to get a late start on the hill.
- **All registration forms, deposits, valid insurance certificates and releases must be received prior to release of any tickets.**

### Registration Details

- After submitting your registration, we require a copy of your insurance to be emailed to [summercamps@timberlinelodge.com](mailto:summercamps@timberlinelodge.com) or mailed to:

SUMMER CAMPS – ATTN: GUEST SERVICES  
TIMBERLINE LODGE  
TIMBERLINE, OR 97028

- Cancellations must be made at least thirty (30) days prior to your arrival date. Cancellations made less than 30 days out may result in forfeiture of the deposit.
- Please make sure to list your training discipline on your registration. We need to know if you are training slalom, GS, downhill, ski/snowboard cross, moguls or training in the Timberline Freestyle Training Center (FTC) or Superpipe. If your camp plans to host training in multiple venues please register separately for alpine, moguls, FTC and Superpipe.
- Please keep us informed of any changes to your camp schedule. This includes dates of arrival/departure, change in numbers, or address/phone changes. Failure to do so may result in loss of hill space.

## SUMMER LIFT SCHEDULE & PRICING

### Schedule

Our scheduled hours of operation (subject to change) for Spring/Summer 2023 are as follows:

Now – May 29, 2023: 9am - 4pm\*

May 30 – June 11, 2023: 8am - 3pm\*

June 12 – Aug 20, 2023: 7am - 2pm (conditions dependent)\*

See page 12 for details on Freestyle Training Center (FTC) and Superpipe schedule, including Sunday closures.

\*Coaches are allowed to load chairs 30 minutes prior to opening or as soon as the lift is cleared for the day.

\*Please arrive at the bottom of Magic Mile ready to load, do not use as a staging area.

### Pricing

#### Daily Lift Tickets

- \$100 flat rate all ages – includes access to public park

#### FTC Lift Tickets

- \$124 flat rate all ages – includes access to FTC and public park (See FTC operating dates on page 12)

#### FTC Upgrades

- No FTC or Superpipe upgrade product will be offered for summer season pass holders

#### Summer Season Pass

Valid May 22, 2023 – August 20, 2023 (conditions permitting)

- \$999 flat rate all ages – includes access to public park

#### Summer Season Coach's Line Cutting Pass

- \$250 w/ \$50 refundable if returned – see page 13 for details, valid May 30 - August 20, 2023



## Superpipe Program and Spine Bag

- \$210 daily ticket – only available to registered camps with authorization. Contact Chris Hargrave for more information [chargrave@timberlinelodge.com](mailto:chargrave@timberlinelodge.com)

## CAMP PAYMENT PROTOCOL

- Pay your pre-camp deposit of \$1,000 to confirm your camp registration.
- At the beginning of each camp session a down payment must be paid of up to 90% of estimated session charges, including tickets, passes, salt, grooming, meals, etc.
  - Our Guest Services staff will be happy to assist in estimating each session's costs or provide worksheets upon request.
- At the end of each session the remaining invoice balance must be paid in full before the start of the next session.
- Your final bill MUST be reconciled on or before your last day on the hill.
  - Late fees will be applied if your account becomes delinquent.

Each officially registered camp must follow the protocols outlined in this section. It is important that payments be made on time at the beginning and end of each camp session.

Guest Services staff will set up an account for your camp when they receive your deposit. This account will reflect all charges and credits for your camp during your visit. Each session or week that follows, you will be responsible for pre-paying the upcoming dates, sessions, etc. All billing and reconciling is done through the Guest Services office. You may request a copy of your bill at any time during your visit. We cannot accept third party checks, checks written by parents without the parent present, or checks without 2 forms of ID. All payments must be made in US funds. We are now accepting American Express, Visa, MasterCard and Discover.

**Tickets will not be released if your account is delinquent.**

## Daily Lift Ticket Distribution

The Guest Services and Season Pass desks open daily 30 minutes before lifts open. Your camp representative will receive an envelope with the camp name, number of tickets issued, and the date of use. Fill out the lower section of the envelope with a signature, number of tickets required for the next day, and the number of tickets being returned that day.

Any unused tickets need to be returned to the Ticket Office before 11:00am if you expect to receive ticket for the next day before you leave. Lift tickets may be picked up at the Guest Services desk after 1pm on the day prior to use. Please DO NOT slip your ticket envelope under the door/gate at Guest Services prior to it being open. By signing the daily ticket paperwork and envelope you are agreeing that all tickets are accounted for and Guest Services can proceed with billing those tickets to account. Lost/misplaced tickets will not be replaced and late returns will not be accepted after the envelopes has been returned and signed.

Please order only the number of tickets you will need. If tickets are repeatedly over ordered and then returned, the camp tickets staff will make an adjustment.

One authorized coach or staff member should pick up the whole ticket envelope for the entire group. Camps are required to manage their ticket distribution. **That coach or staff member shall not pick up tickets before the window is open and/or enter the Guest Services office.**

## Complimentary Tickets

- Alpine - Determined daily, based on the number of tickets used that day on a ratio of 1 comp ticket per 10 paid tickets (ex. Pay for 10 tickets, get the 11<sup>th</sup> free).
- Freestyle Training Center (FTC) – During your camp’s sessions coaches with Level 2 or 200 coach certification can receive FREE daily lift tickets with proof of ID and coach credentials. See page 11 for FTC coach access requirements.

## Timberline Lift Ticket Attachment Policy

Coaches and campers are responsible for properly attaching lift ticket to acceptable areas. If a lift ticket is improperly attached, the camper or coach will be asked to return to the ticket office and exchange their ticket for a new one. If the ticket is improperly attached and the ticket is lost, the camp/camper is responsible to replace the ticket at full price. To avoid this inconvenience, please be sure to have all coaches and campers apply their lift tickets to the following specifications:

### HOW TO PROPERLY ATTACH A LIFT TICKET

- Feed a wicket through the hole in your zipper pull. (Be sure to attach it to a garment that you will be wearing all day.)
- With the protective paper still on the ticket, fold the ticket in half width-wise to crease it.
- Take the protective paper off the ticket.
- Fold the ticket over the wicket, covering as much of the wicket as possible, but leaving enough room to allow the wicket to move freely. Secure the ticket by gently pressing the adhesive backs together over the wicket.

### WARNING

- **DO NOT** attach tickets to anything that allows it to be removed without destroying the ticket. This would include key rings, retractable elastic pulls, goggle straps, backpacks, gloves, etc.
- **DO NOT** attach a new ticket over the top of other tickets. New ticket, new wicket. Old tickets must also be removed so current ticket is clearly visible.
- Tickets that are removed when not in the presence of a Timberline employee are automatically void.
- Tickets are non-transferable and non-refundable.
- Timberline is not responsible for lost tickets.
- Timberline reserves the right to rescind any ticket that is questionably attached or appears to have been tampered with.
- Please dispose of ticket backing(s) in an appropriate waste receptacle.

Tickets must be attached properly, and to a new wicket daily, failure to do so will result in the guest being sent back for a new ticket. Please remove all old tickets. They must be attached to an article of clothing and in such a way as to make it non-transferable.

REMEMBER tickets will be scanned and checked throughout the day. Though it may be an inconvenience at times, it allows us to pass on savings to you and your camp by insuring every person using our area has a valid ticket or pass.

## TIMBERLINE FREESTYLE TRAINING CENTER (FTC)

Timberline's Freestyle Training Center provides access for everyone to carefully designed parks for all abilities, incredible training opportunities for athletes and teams, and amazing camp experiences. Now individuals, teams, coaches, and camps will have access to our parks every summer.

FTC access includes a progressive jump and transition features, rail and jib features of all shapes and sizes including top-level rail features. FTC also features a landing air bag (approx. 30' x 60') to help get your new tricks dialed in and ready to take to the snow. Terrain is accessed via Palmer chairlift and serviced by three handle tows within the FTC boundary. All of this amounts to the single largest summer terrain park in Timberline history.

Visiting freestyle programs have great options to stay with local camps who can provide a complete package along with access to private dryland facilities. High Cascade and Windells, based just 35 minutes away, provide an industry leading camp experience with a world-class skate park, artificial snow ramps and rails, trampoline facilities, and onsite housing. Mount Hood Summer Ski Camps (and snowboard too), offers the closest all-inclusive packages to Timberline with top-tier coaching, beginner to pro level programs, skate ramp, trampoline facility, and action oriented field trips.

### FTC Coach Access Program

The following criteria must be met in order to qualify for the FTC program benefits:

- Coach must be insured with medical and general liability coverage.
- Coach must carry current/active membership with one of the following: USSA, USASA, PSIA/AASI.
- Coach must hold a certification level of 2 or 200 or higher in the respective organization.
  - International coaches will be required to hold certification in their nation's leading governing snow sports organization.
- Coach must be actively working with athletes/students on snow on the day of access.
- Coach must be in good standing with all Timberline policies and expectations.

### FTC Complimentary Tickets

- Freestyle Training Center (FTC) – Coaches may receive a FREE daily lift ticket at Guest Services each morning of training as long as they meet all program requirements.

### FTC Tickets & Conduct

A valid daily FTC Ticket must be clearly displayed to be granted access. It is also understood that participants must observe all rules of conduct in the Timberline Freestyle Training Center. Violation of these policies will require the individual's privileges to be revoked. At any time, Timberline Staff have the authority to limit access to participants based on rider ability, poor riding etiquette, or disruptive behavior. There will be zero tolerance for any of the following: drugs, alcohol, smoking, vaping, profanity, abusive behavior, weapons. Any camp found to be abusing this program will lose benefits, be removed from the hill that day and/or have their sessions cancelled. Poachers will be prosecuted.

## FTC Group Behavior:

- Enter only through the designated entrance gate.
- Do not block access to features or access ways in parks.
- Must not intentionally alter condition or shape of features.
- Responsible for all belongings and removal of waste.
- Do not cross over/under the path of a rope tow for any reason.
- Respect the needs of other guests.
- Must follow the directives of Timberline Staff.
- No alcohol or drugs.
- No profanity or violent behavior – respect all staff and fellow riders.

Failure to abide by these rules will result in loss of FTC access. Ticket must be forfeited to Timberline staff upon request.

## FTC Operating Schedule

**FTC will be closed every Sunday for maintenance.**

Additional maintenance closures may be necessary and will be announced as far in advance as possible.

### FTC Operating Hours:

- Park: 10:00am – 3:00pm

### FTC Venue Dates:

- Park dates: June 19 – July 29, 2023

## Superpipe Program

**Superpipe will be closed every Sunday for maintenance.**

22-foot Superpipe cut by the legendary Timberline Grooming and Park Crew and world class pipe cutters. The Superpipe program also offers a spine airbag, inquire with Chris Hargrave [chargrave@timberlinelodge.com](mailto:chargrave@timberlinelodge.com).

### Superpipe Operating Hours:

- Superpipe: 10:00am – 3:00pm

### Superpipe Dates:

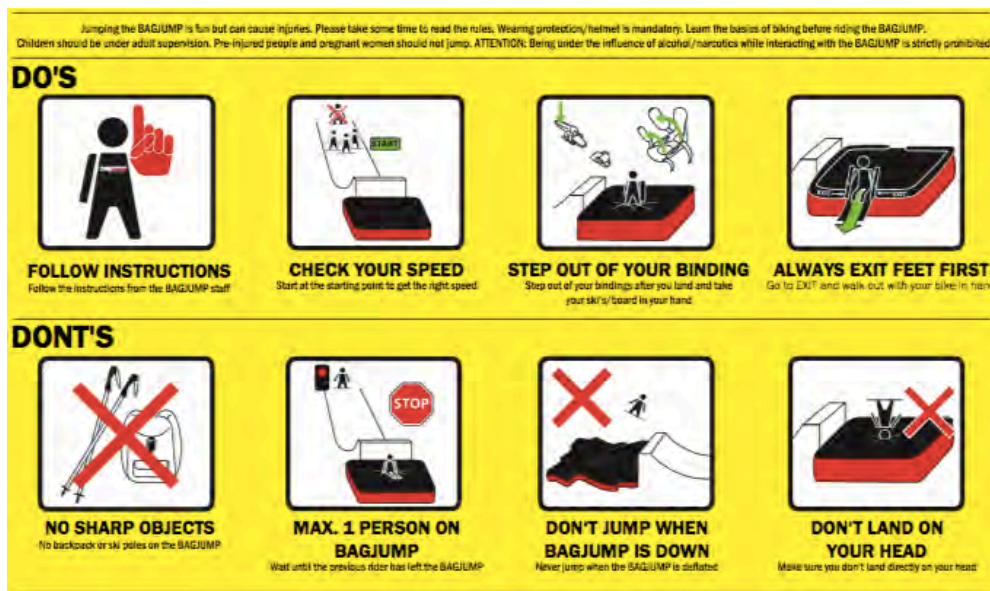
- Superpipe: June 19 – July 8, 2023
- Potential bonus week July 10 – 15, 2023 (conditions permitting)

## Training Expectations

You are responsible for keeping yourself safe while using all training features

- Know all park rules and expectations
- Know when the training bags and other features are open and ready for use
- Know the proper speed for each feature

- Know how to land effectively
- Know how to exit safely
- Check with Timberline Park staff before using training features
- Make sure training bags are inflated properly before using (never hit a bag when partially or totally deflated)
- Set your speed to land in the sweet spot (avoid landing near edges or past the center point)
- Never go so fast that you can miss the bag or slide off the bag
- Plan to land on your rear end avoid feet first and head first landings
- 1 user on bag at a time
- Take your equipment off before exiting the bag
- Move slowly allowing the bag to deflate and lower before exiting
- Contact Timberline park crew or ski patrol if there is a problem



## Public Park / Magic Mile Pipe

A public park is available early June through early August and scheduled to operate 7 days/week. The public access Magic Mile Pipe will be open early June through mid-July. Group training is not allowed in the Public Park / pipe area. Access to these areas are included with the purchase of daily alpine lift ticket.

## LINE CUTTING PRIVILEGES

Line cutting privileges will be offered again this year, details will be discussed upon check in. One coach line cutting pass may be purchased per every 10 athletes. Each camp will be eligible to purchase at least two line cutting passes for coaching staff.

Line cutting passes are \$250 and are valid during your training session only. \$50 is refundable if line cutting passes are returned at the end of your camp.

In order to receive line-cutting privileges, the following must be observed:

1. Follow the directions of the lift attendant.
2. Pass must be worn and visible at all times when loading lift.
3. No singles on the chair.
4. Do not take a non-coach out of the lift line.
5. Athletes are NOT eligible for line cut passes, and will not be allowed to use the coach line.
6. Line cutting pass must be used with a coach ticket or pass.
7. Line cutting passes will not be transferred between coaches. Please consider this before purchasing LC passes for short term coaching staff.
8. Any misuse or abuse of privileges will result in forfeiture with no refund.

## ON HILL PROCEDURES

### Lane Assignments

The hill coordinator will list the lane assignments daily at the top of Palmer. Teams with smaller numbers will not receive a lane, and may have to share with other groups. The minimum number of participants is 20 to receive 1 full lane.

### Special Grooming Request Procedures

Special grooming requests must be submitted to the grooming manager 3 days prior to the date the grooming needs to be done. To do so follow the procedures listed below.

- Speak directly to the Hill Coordinator about your grooming needs.
- Once approved the Hill Coordinator will assist you in filling out a three-part grooming request form.
- \$250 per hour for grooming and \$300 for pipe cutting (1-hour minimum per request)

### Purchasing Salt

40lb. bags are \$15\* per bag plus deposit.

\*\$5.00 deposit per bag is required and is refundable upon return of empty salt bag.

Please refer to your **Salt Application Guidelines, Appendix C**, for the proper times to use salt and the most effective manner for spreading it. If you have any questions regarding this subject, please do not hesitate to contact any Hill Crew personnel.

LEAVING SALT BAGS UNATTENDED IS STRICTLY PROHIBITED! Unattended bags will be taken by the Hill Crew without refund.

As a coach, it is your responsibility to make sure your team is aware of the safety issues and general knowledge of Timberline Ski Area's Mountain Operations.

# MEALS

## Camp Catering and Food Services

Timberline Lodge strives to provide the most nutritious meals at a reasonable price. Our Wy'East Cafe, located in the Wy'East Day Lodge, provides a large menu from which to order. Breakfasts and lunches can be set up for your camp through our Wy'East Kitchen Manager James Daniels.

James Daniels  
Wy'East Kitchen Manager  
503-272-3397

[campmeals@timberlinelodge.com](mailto:campmeals@timberlinelodge.com)

	Time	Cost/Person
Breakfast	6:30am-10:00am	\$13.00
Lunch	10:30am-1:30pm	\$15.50

If you would like to schedule meals for your group outside of these scheduled times, please contact James Daniels at your earliest opportunity.

All meals will be charged to the camp account.

Cancellations for meal arrangements must be made 24 hours out or meal charges will be billed to your account.

## COMMERCIAL PHOTO/FILM SHOOTS

The USFS requires permits on all commercial photo/film shoots within the Mt Hood National Forest. This includes the areas within the Timberline Ski Area. If you wish to use any photos for commercial purposes, or other advertising a permit is required. Drone use is strictly regulated any use must be approved by Timberline. Please visit our website (<https://www.timberlinelodge.com/contact-us>) and contact Stevie Della ([sdella@timberlinelodge.com](mailto:sdella@timberlinelodge.com)) for information and compliance with these regulations.

## RACE TRAINING

All training will be conducted in the safest manner possible, with FIS and USSA guidelines in effect when applicable. Helmets are required for all downhill and Super G and GS training.

Training shall only take place in designated lanes assigned by the Hill Coordinator. **Training or conducting drills in Public Ski Lanes is strictly prohibited.**

## LIFTS

Ski Patrol and Hill Crew will ALWAYS load the lift before coaches. Please do not attempt to load the lift any earlier. When transporting gates on the chairlifts they must be secured at both ends. The Palmer chairlift loads every other chair from the bottom terminal.

## BOUNDARY POLICY

Timberline is bordered on either side by Federal Wilderness Areas. Ski camps are prohibited from conducting any activities within designated wilderness areas. Do not take unpermitted groups or individuals past the Ski Area Boundary. Individuals must have a Wilderness Permit in order to access areas outside the boundary anywhere on Palmer. **Groups of no more than 12 are allowed into the wilderness with a permit.**

## LITTER

You are responsible for the cleanliness of your training area and the Wy'East Day Lodge. We will impose a \$100.00 daily "clean-up" fee to any camp that leaves litter on the hill, in the Day Lodge, in our parking lots, or anywhere inside the Timberline permit area.

## PARKING

Follow all directions of the parking lot attendants. You may not park in the chute or upper hotel lot. No drop off in the upper hotel lot without prior authorization. Busses are to be parked along the bottom wall of the parking lot. The crescent is not to be used for camp pick-up and drop-off. Vehicles with trailers must be parked in the Salmon River overflow lot unless otherwise directed by Timberline staff.

Overnight parking must be in designated spaces along the perimeter of the main lot and Salmon River overflow lot. Overnight parking is for people accessing the National Forest and Wilderness areas that border the Timberline permit area. **Vehicles are not allowed to be occupied overnight.**

## TIMBERLINE HISTORIC LODGE & BUILDINGS

Ski camps are not to use the hotel or its front steps for morning prep, bag storage, team meetings, etc. If you visit the historic lodge on an individual basis, please remember to remove your ski boots before leaving the ground floor.

Group congregation should not happen inside the buildings. Stretching and morning warm-up activities need to happen outdoors without blocking building access.



## PERSONAL BELONGINGS/LOST AND FOUND

Timberline Ski Area is not responsible for items left on our property. We make every effort to turn "found" items into the Hotel Front Desk or the Guest Services desk. Skis, snowboards and poles are turned into the Rental Shop. Other items turned into the Guest Services desk are taken to the Hotel for storage on a nightly basis.

Please do not store your skis/snowboards/backpacks at the top of the chairlifts or underneath the lift terminal. Leaving your gear unattended is never advised and this area can impede access to critical working areas. In the event that the lifts must close unexpectedly, our Mountain Ops. Team will do their best to collect backpacks from the top of the lanes and bring the bags down the mountain and brought to Guest Services. DO NOT bring anything on-hill that you cannot risk being without overnight.

## CODES AND RESPONSIBILITIES

### Safe Sport Act

The camp agrees to fully comply with all aspects of the Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act ("Safe Sport Act"), and will indemnify and hold harmless Ski Area, its Board of Directors, employees, volunteers, and agents from any and all claims, however structured, including lawsuits, litigation, damages, jury awards, attorney's fees, and all legal defense costs incurred by Ski Area and its related entities, that arise out of any failure or non-compliance with any aspect of the Safe Sport Act. Ski Area shall be listed as additional insured on the Team's insurance policy, and updated every year the policy is in force, and the camp's general liability insurance coverage shall be primary (compared to the Ski Area's insurance coverage) in any claim or litigation related in any way involving the Safe Sport Act. ([safesport.org](https://safesport.org))



### Athlete and Coach Responsibilities

As a ski or snowboard camper/athlete, you are in a high-profile environment. We encourage and expect you to exhibit exemplary courtesy and proper skiing/snowboarding etiquette at all times, whether on the slopes or in the lodges at our ski area.

1. Racing/Training will be held in designated areas only.
2. All coaches and riders are required to follow ski area rules and regulations at all times.
3. All coaches are responsible to review the attached safety message and slow skiing map located in Appendix A with all your staff members and participants.
4. All coaches and staff are to be trained in the transport of hill supplies on chairlifts and on the slopes.
5. Upon signing for your salt handling agreement, you agree that all salt will be in your control at all times. Leaving salt bags unattended anywhere on the hill is strictly prohibited.
6. All participants will abide by the Skier Responsibility Code.

## Skier Responsibility Code

All skiers and snowboarders shall comply with the duties of skiers under Oregon Law, ors 30.985 which include but are not limited to the following:

1. Skiers who ski in any area not designated for skiing within the permit area assume the inherent risk thereof.
2. Skiers shall be the sole judges of the limits of their skills and ability to meet and overcome the inherent risks of skiing and shall maintain reasonable control of speed and course.
3. Skiers shall abide by the directions and instructions of the ski area operator.
4. Skiers shall familiarize themselves with posted information on location and degree of difficulty of trails and slopes to the extent reasonably possible before skiing on any slope or trail.
5. Skiers shall not cross the uphill track of any surface lift except at points clearly designated by the ski area operator.
6. Skiers shall not overtake any other skier except in such a manner as to avoid contact and shall grant right of way to the overtaken skier.
7. Skiers shall yield to other skiers when entering a trail or starting downhill.
8. Skiers must wear retention straps or other devices to prevent runaway skis.
9. Skiers shall not board rope tows, wire rope tows, J-bars, T-bars, ski lifts, or other similar devices unless they have sufficient ability to use the devices, and skiers shall follow any written or verbal instructions that are given regarding the devices.
10. Skiers, when involved in skiing accidents, shall not depart from the ski area without leaving their names and addresses if reasonably possible.
11. A skier who is injured should, if reasonably possible, give notice of the injury to the ski area operator before leaving the ski area.
12. Skiers shall not embark or disembark a ski lift except at designated areas or by the authority of the ski area operator.

## ADDITIONAL TRAINING OPTIONS AT MOUNT HOOD

### Dryland Training

All training on National Forest lands need to be in compliance with the Forest Service Dryland Training Guidelines. Ski camps are prohibited from conducting any activities within designated wilderness areas. Do not take unpermitted groups or individuals past the Ski Area Boundary. Individuals must have a Wilderness Permit in order to access areas outside the boundary anywhere. **With a permit groups of no more than 12 are allowed into the wilderness.**

Training may be available at Welches Grade School; prior arrangements must be made before your arrival, through the Oregon Trail School District in Sandy. Please contact the school district at (503) 668-5541, 5 days in advance.

If you wish to do any dry land training at Wildwood Park, you must make reservations. You may make your reservations through the Salem office at (503) 375-5646. At this reservation number you will also be able to make arrangements to use the shelters.

## Timberline Bike Park

The Timberline Bike Park serves local, regional and global riders of varied interests, ages and skill levels. Approachable trails designed for all abilities with a focus on progression and a well-rounded family experience. The bike park includes a skills area and jump-line. The trail system includes both natural features and built features. We currently have about 16.2 miles of lift-accessible terrain.

The green flow trail has an average grade of about 5% and is fantastic for beginners and families alike. The blue trails will have a slightly steeper grade (6% plus) with some technical terrain features, moderately rowdy single-track mixed with flow elements. The black trails will offer the steepest grade, (7% plus) with technical single-track, natural drops and an overall rowdier experience. Jump skills and intermediate to advanced bike handling techniques are essential to enjoy blue and black level trails. Other facilities supporting the Timberline Bike Park include a full service bike shop offering minor repairs, rentals and sales, food and beverage concessions, lodging and a bike school.

Every rider must fill out a waiver and acquire a lift ticket to access the Bike Park. We do not offer an uphill travel permit at this time. Riders must respect our alpine environment by staying off sensitive vegetation, avoid creating excessive erosion, and pack out everything you pack in. For this reason, it is imperative that riders stay on the trails and do not make their own. The Timberline-to-Town-Trail is a US Forest Service Trail and not affiliated with the Timberline Bike Park. Timberline Road and West Leg Road are not appropriate for bike park guests except where designated trail crossings exist.

There will be ongoing Timberline Bike Park construction. We ask that guests and public stay out of construction areas for their own safety as well as the safety of the build crew.

All facilities at Timberline Lodge including the ski area, bike park and parking lots, are 100% located on the Mt. Hood National Forest. The use, transport and possession of marijuana is illegal on national forest and other federal lands. Alcohol consumption is not permitted while actively biking within the Timberline permit area including while riding lifts or in lift lines. Use of a lift or any bike trail when under the influence of drugs or alcohol is not permitted.

# MOUNTAIN BIKER'S RESPONSIBILITY CODE

Mountain biking involves the risk of serious injury or crash. Your knowledge, decisions and actions contribute to your safety and that of others.

## **ALWAYS:**

### **1. STAY IN CONTROL.**

You are responsible for avoiding objects and people.

### **2. KNOW YOUR LIMITS.**

Ride within your ability. Start small and work your way up.

### **3. PROTECT YOURSELF.**

Use an appropriate bike, helmet and protective equipment.

### **4. INSPECT AND MAINTAIN YOUR EQUIPMENT.**

Know your components and their operation prior to riding.

### **5. BE LIFT SMART.**

Know how to load, ride and unload safely. Ask if you need help.

### **6. INSPECT THE TRAILS AND FEATURES.**

Conditions change constantly; plan and adjust your riding accordingly.

### **7. OBEY SIGNS AND WARNINGS.**

Stay on marked trails only. Keep off closed trails and features.  
Ride in the direction indicated.

### **8. BE VISIBLE.**

Do not stop where you obstruct a trail, feature, landing or are not visible.

### **9. LOOK OUT FOR OTHERS.**

Look both ways and yield when entering or crossing a road or trail.  
When overtaking, use caution and yield to those ahead.

### **10. COOPERATE.**

If involved in or witness to an incident, identify yourself to staff.

Know and Follow the Code. It is Your Responsibility.

## APPENDIX A

## Summer 2023 Safety

TO: All Camp Staff, Athletes and Owners  
FROM: Rose Phillips, General Manager Ski Area Operations  
RE: SAFETY

This letter and map are to remind you, your staff and all of your participants about the unique aspects of skiing and riding on Palmer in the summer. It is VERY important that you are communicating all of our rules and procedures from the 2023 Coaches Manual that you reviewed and signed off on at registration.

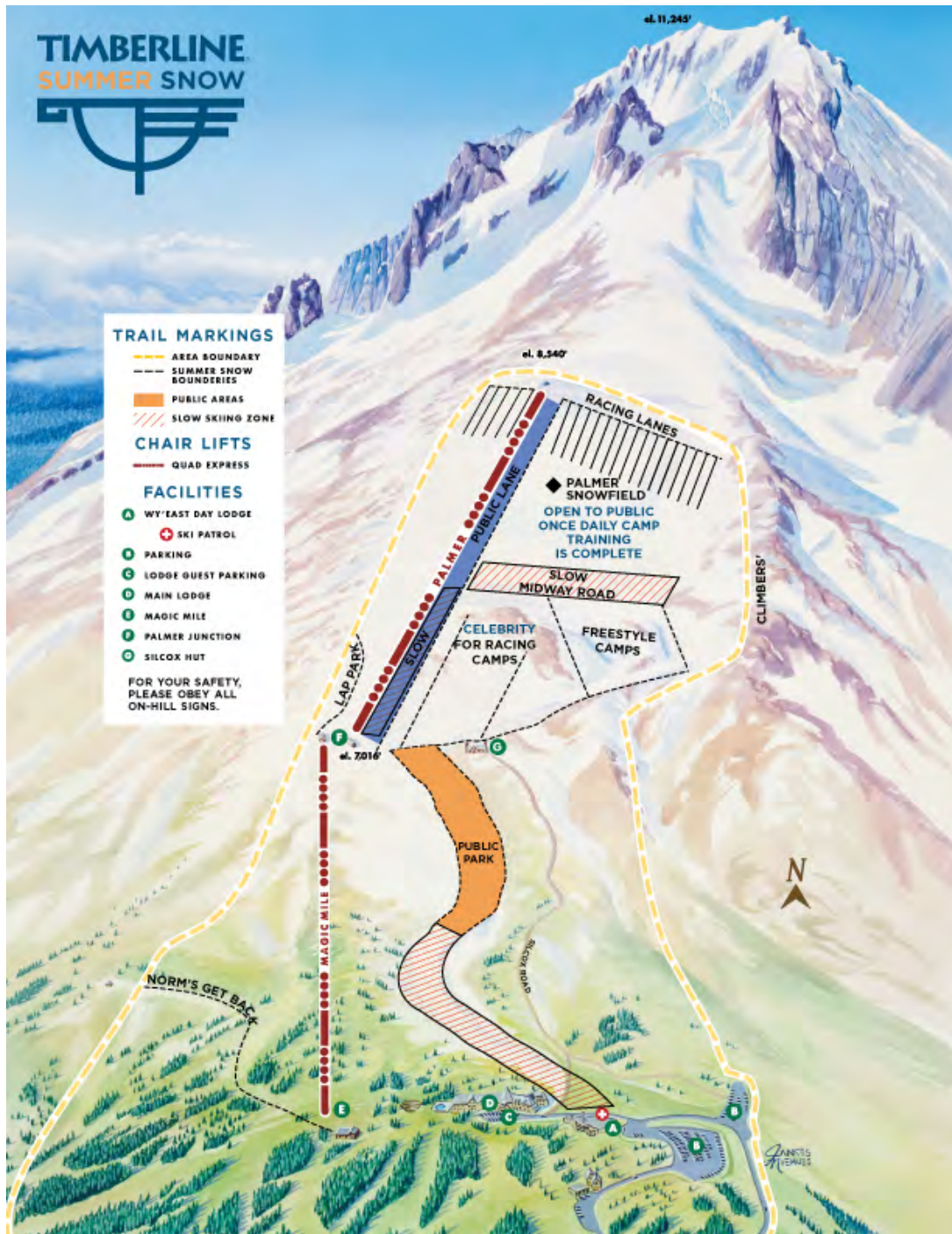
- Please ensure that all of your participants are aware of all of the slow skiing zones
  - Entire midway road, lower Palmer, Mile Canyon and the entrance to all lift terminals. These areas are posted as SLOW SKIING Zones and our staff is performing speed control periodically in these areas.
- The first day of all sessions is to familiarize themselves with the terrain prior to skiing or riding at speed, and to ALWAYS maintain control of their speed and course.
- Conditions change constantly, so caution is advised.

Thanks for ensuring that everyone has a safe and productive Summer ski season, and feel free to contact us if you have questions or input.

# Rose Phillips

General Manager Ski Area Operations

(503) 272-3252



## ATTENTION

This map defines the areas on the hill that are designated “SLOW SKIING AREAS” Please ensure that your STAFF and PARTICIPANTS are aware of these areas and observe them while on the hill. These areas are clearly marked and are enforced throughout the season. As conditions change, additional SLOW ZONES and HAZARD MARKING may become necessary, so please observe all hill markings every day.

## APPENDIX B



## SALT HANDLING, PURCHASE AND RETURN POLICY

For over 3 decades, Timberline has been monitoring the effects of salt use on the watersheds fed by the Palmer snowfield, in conjunction with the Oregon Department of Environmental Quality. The results of this monitoring show that the application of salt, a naturally occurring substance on Mt. Hood, is not detrimental to the watershed. Despite these results, it is essential that we only utilize the amount of salt that is effective, and try to minimize its use when not needed. We have implemented procedures to allow us to utilize this snow conditioner in a responsible manner, and we need your help in complying with our protocols. Please read and follow these procedures carefully.

Please refer to your Salt Application Guidelines for the proper times to use salt and the most effective manner for spreading it. If you have any questions regarding this subject, please do not hesitate to contact any Hill Crew personnel.

ALPINE SKI / FREESTYLE CAMP COSTS:	40lb BAG	\$15.00
	DEPOSIT	\$ 5.00

### PROCEDURES:

1. NO SALT BAGS FULL OR EMPTY WILL BE LEFT UNATTENDED ON THE HILL.
2. ALPINE CAMPS WILL PICK-UP SALT AT THE TOP OF PALMER DAILY. FREESTYLE/SNOWBOARD CAMPS WILL PURCHASE A LOCKING SALT CONTAINER WHERE THE SALT WILL BE DELIVERED DAILY. THIS CONTAINER WILL BE MAINTAINED BY THE CAMP CREW ON A LEVEL AND SNOCAT-ACCESSIBLE SITE.
3. DELIVERIES AND CREDITS FOR BAG DEPOSITS WILL NEED TO BE SIGNED FOR EACH DAY BY A CAMP REPRESENTATIVE.
4. ALL UNUSED SALT AND/OR EMPTY SALT BAGS WILL BE RETURNED TO THE HILL CREW OFFICE AT THE TOP OF PALMER IN ONE DELIVERY.

### SAFETY

You are responsible for every bag of salt you acquire from the Salt Crew, and at no time should salt bags be out of your possession, unattended or staged along your course. There have been serious accidents in the past caused by unattended salt bags getting loose on the hill and striking people. Another aspect of salt safety is the ability to ski or ride with a bag of salt to either transport it or spread it. It is your responsibility to ensure that all of your staff involved in salting be trained in the proper way to transport and spread salt and also physically capable to carry a 40-pound bag of salt on skis or a board.

HILL CREW PERSONNEL WILL BE AT THE TOP OF PALMER DAILY TO TAKE ORDERS AND ACCOUNT FOR SALT AND SALT BAG DEPOSITS. THEY ALSO WILL BE ON-THE-HILL-CONTACTS FOR YOUR CAMPS NEEDS.

FAILURE TO FOLLOW THIS POLICY WILL RESULT IN THE LOSS OF SALT PRIVILEGES.

Camp Name: \_\_\_\_\_

Coach Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Salt Handling Procedures

The use of salt to condition the snow on a daily basis is one of the reasons Timberline is able to offer consistent training on a year round basis. Salt use is also controversial with some people, but over two decades of monitoring the effects of salt in the watershed have shown that there are no negative effects on the environment. Salt is beneficial if used correctly, but one of the biggest misconceptions about salt is that the more used, the better the snow will become. This is not true at all. Some days the conditions are such that salting will have a negative effect on the snow surface and over salting will always produce poor conditions. Our goals are to both provide a great skiing surface and to only use as much snow conditioner as needed.

### Free Moisture in the Snow

In order for salt to work effectively, the snow must have a certain percentage of water in it. If the snow is too cold or dry the salt will turn it into non-cohesive sugar snow. To test the water content in the snow the easiest way is to make a snowball. If you can't make a ball out of the snow, then it's too dry and salt may not be effective. If you are not sure about the day's conditions and the effectiveness of salt, talk to one of our crew.

### Current and Expected Weather Conditions

Salt works best if it is sunny and warm. This way the top layer of snow can freeze and still have enough moisture in it to be usable. On cloudy or high overcast days the snow can tend to be less than desirable. If it looks like the sun will come out then it may work to salt lightly, but if clouds are thickening the salt will probably not be effective. If it starts raining, salt works really well, so don't be quick to cancel a day of training when it gets a little wet.

### Hill Crew

Your best resource for salt application if you are not sure about the days conditions is the Hill Crew. Any of our staff can assist you, and there may be days when we decide that salt is not beneficial and we will not have it available for purchase. We all have to watch the amount of salt we use.

### Application

When salting your course, we ask that you do a large broadcast of salt over the entire lane. If needed, you can do an additional broadcast through your lane. The result of not salting the entire lane will be a bumpy lane for you or the next guy skiing there tomorrow and it can make for inconsistent grooming results the next night. Every night we machine salt the entire hill, if this is creating adverse conditions for you we can have the salt cat skip your lane. Keep an open line of communication with the Hill Crew and you will find your training to be easier and more productive.

### Safety

You are responsible for every bag of salt you acquire from the Hill Crew, and at no time should salt bags be out of your possession, unattended or staged along your course. There have been serious accidents in the past caused by unattended salt bags getting loose on the hill and striking people. Another aspect of salt safety is the ability to ski or ride with a bag of salt to either transport it or spread it. It is your responsibility to ensure that all of your staff involved in salting be trained in the proper way to transport and spread salt, and also physically capable to carry a 40 or 50 pound bag of salt on skis or a board.

## APPENDIX C

## USDA Forest Service/Timberline Lodge Insurance Requirements

The following insurance guidelines are provided to show why insurance requirements are necessary and how the Certificate of Insurance (COI) needs to be prepared to meet the agency direction

Each camp is required to carry commercial general liability insurance for no less than **\$3 million** to indemnify the United States Government and Timberline Lodge/R.L.K. & Company against any liability for damage to life or property arising from the occupancy or use of National Forest System Lands.

A Certificate of Insurance must be presented to Timberline Lodge 30 days prior to the start of any camp.

The following acceptable additional insured clause *shall be shown in verbatim* on the face of the Certificate of Insurance or Binder and, as a clause or an endorsement in the insurance policy:

"It is understood and agreed that the Timberline Lodge/R.L.K. & Company, and the United States Government is additional insured solely as respects liability arising from operations of the named insured."

**United States Government, and Timberline Lodge/R.L.K. & Company shall be listed in the certificate holder box.**

If these clauses are not on the Certificate of Insurance in verbatim, and are not in the insurance policy or on an endorsement as stated above, the camp will **not** be issued tickets or allowed to train.

The amount of insurance required will be for no less than **\$3 million**.

ADDRESS:

R.L.K. and Company, dba Timberline Lodge, Department of Agriculture-USFS, Timberline, OR 97028

Attn: Guest Services

Office: 503-272-3158

SEE NEXT PAGE FOR COMPLETE COI CHECKLIST →

## Timberline Lodge COI Checklist

Certificates of Insurance must satisfy the criteria below and be submitted to R.L.K. and Company's Guest Services Department no later than 30-days prior to your organization's event.

- Date of issuance of the Certificate.
- Identifies the name and address of the Insurance Agent representing your organization.
- INSURED** – Insured's name and address should identify your organization as the Named Insured under the policies listed below.
- Name of Insurance Company providing coverage.
- Type of Insurance should reflect **COMMERCIAL GENERAL LIABILITY** coverage with Personal and Advertising coverage. The box indicating that the coverage provided is on a "**OCCURRENCE**" basis should be checked. *This is very important. Coverage that is under a "CLAIMS-MADE" format will not be accepted.* Relevant policy number and policy effective and expiration dates must be shown, embracing the 12-month period for which the policy is in effect.
- A *minimum* coverage limit of at least **\$3,000,000 for each occurrence** must be indicated in the column titled "**LIMITS**".
- If your organization plans to operate vehicles on R.L.K. and Company premises, the organization must evidence **Comprehensive Commercial Automobile** coverage. Company, policy number, policy effective dates, and limits of at least **\$1,000,000** combined single limit for bodily injury and property damage should be shown.
- UMBRELLA LIABILITY** (*Recommended*) – This is excess General Liability (CGL) coverage above the limits shown under the CGL section above. Company, policy number, effective dates and limits must be shown.
- WORKER'S COMPENSATION** insurance in accordance with the provisions of the Workers Compensation Act of the state in which your organization resides for all employees used during the activity or event.
- Ensure that R.L.K. and Company and the United States Government (USFS) are properly identified, with correct addresses and proper legal names, as the "**CERTIFICATE HOLDER**" (United States Government, R.L.K. and Company, dba Timberline Lodge).
- The United States Government and R.L.K. and Company, dba Timberline Lodge, must be named as "**Additional Insured**" in the section near the bottom of the certificate titled "**DESCRIPTION OF OPERATIONS**". The following language is required verbatim: ***"The United States Government and R.L.K. and Company, dba Timberline Lodge, is Additional Insured solely as respects liability arising from operations of Named Insured, and as respects (event) on/during (date range). Coverage is on a primary and non-contributory basis until exhausted."** If these clauses are not on the Certificate of Insurance in verbatim and are not in the insurance policy or on an endorsement as stated above, your organization will **NOT** be issued tickets or allowed to conduct organized activities.*
- The coverage provided should not have "Participant Exclusion" or be "Spectator Only" coverage if the activities your organization is engaged in involve registered participants or will involve spectators.
- In the bottom right corner of the certificate in the section titled "**CANCELLATION**" the text should indicate that **30 days written notice** is required if the policy is non-renewed or cancelled. **\*\*If no number of days appears in this section, this number of days written notice language must be included in the "**DESCRIPTION OF OPERATIONS**" section above.**
- Certificate of Insurance must be signed.

Submit To: SUMMER CAMPS – ATTN: GUEST SERVICES

TIMBERLINE LODGE  
TIMBERLINE, OR 97028

Submit via Email To: [summercamps@timberlinelodge.com](mailto:summercamps@timberlinelodge.com)