

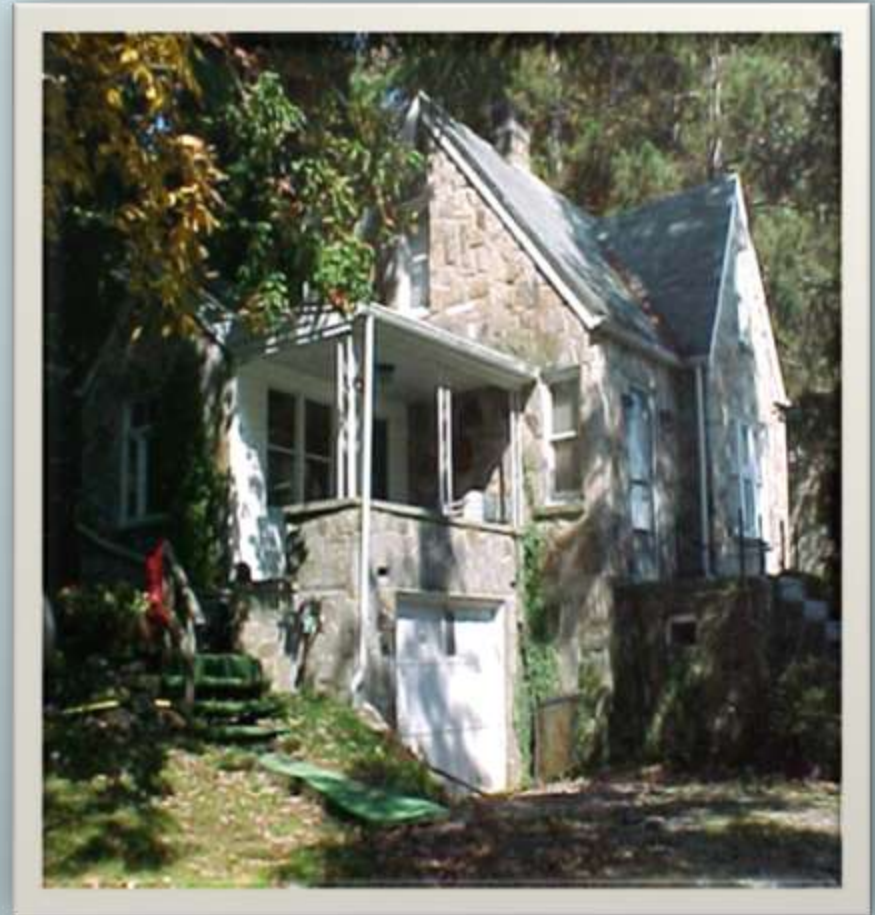
**A safe haven for official workers**



**THE SUTTON/ULRICH COTTAGE**

# Purpose

- ▣ The purpose of the cottage is to provide a safe haven for official workers and their families who reside in and are a part of the Western PA District of The C&MA . . .



# Purpose



- ▣ . . . who may need a place apart for rest, study, prayer and in general for one's personal pursuit of God.

- Use of the cottage has been placed under the oversight of the District Chaplains in conjunction with the District Superintendent for the use of the district as a personal retreat center for pastors.



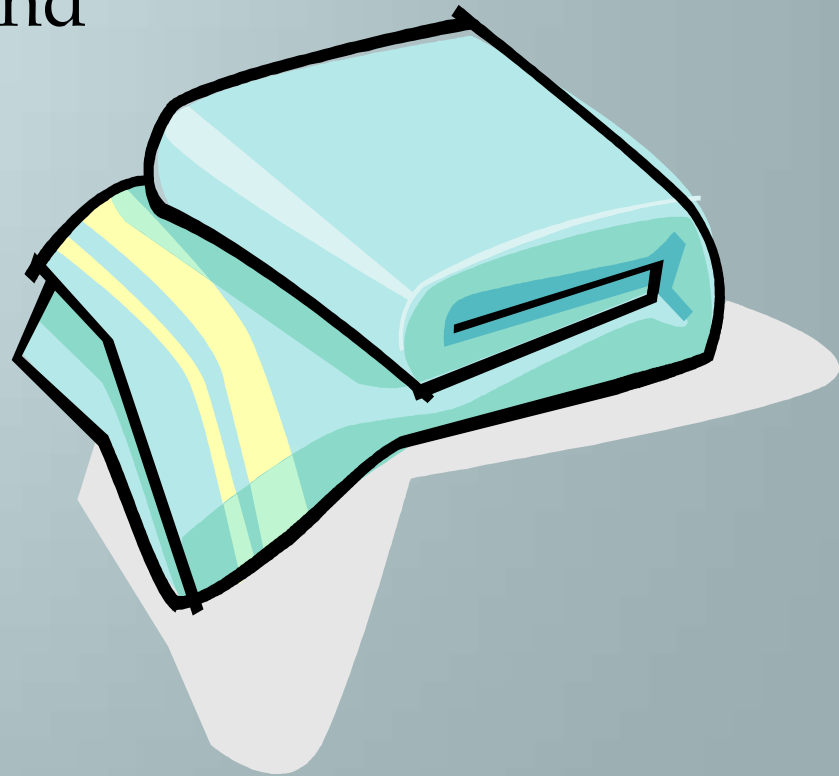
# Process for Approval to Use

- Use of the cottage is on a “first come, first served basis.” A calendar will be maintained by a designated chaplain.
- Application for use should be made through your quadrant chaplain who will confer with the designated chaplain.
- The dates and time of occupancy will then be confirmed in writing and your code for the door lock given.

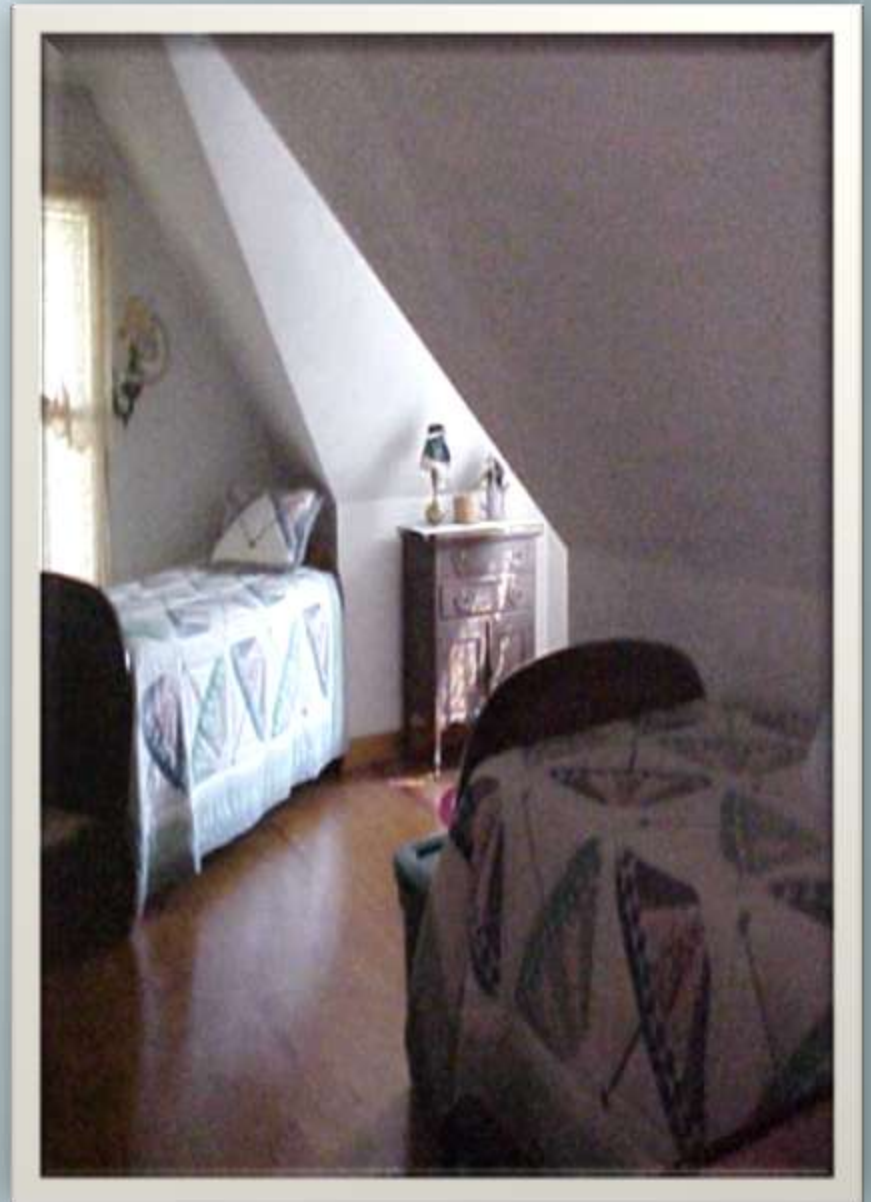


# Preparation

- ▣ The cottage will be cleaned and maintained by the District. Table service, kitchen utensils, an iron and ironing board, etc., are provided.
- ▣ Each occupant should provide his own food, linens, wash cloths and towels, and medical supplies as needed.



- The cottage has central heating and air conditioning. There is a complete bathroom including shower, sink and toilet.
- The second floor, though furnished, is an open room that comfortably accommodates four people (one double and two single beds).





The first floor has a small but complete kitchen, dining area, living room, plus a sitting room or study off to one side.

Parking space for two vehicles is available adjacent to the cottage.

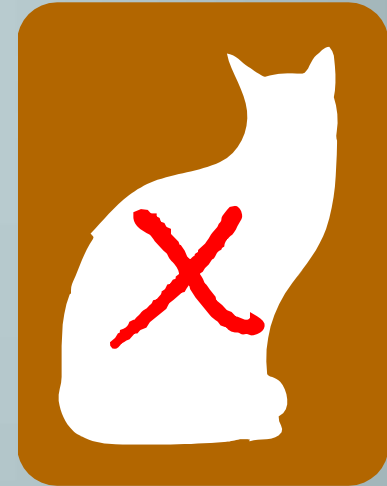
# Property Care

- Please care for the cottage as you would your own home and be considerate of the next ones to use the cottage.



# Prohibitions

- ▣ The number of occupants at one time is limited to the nuclear family.
- ▣ Pets are not permitted



Furnishings are the exclusive property of the WPA District.

# Entering the Premises



- ▣ A coded electronic lock has been installed on the front door, the code for which will be issued in writing on the confirmation form provided
- ▣ The code is changed after each occupancy.

# Price

- ▣ This facility is made available *without charge* year round (except during the days of the summer camp meeting).



Contributions to the operating budget will be gladly received but are not expected.

# History

This cottage was built in the early 1960's by and for the use of the Rev. H. J. Sutton and his family.

It was purchased from the family at a reduced price.

# Pastoral Chaplains

- ▣ Southeast Quadrant – Rev. William Hazlett & Rev. James Vandervort
- ▣ Southwest Quadrant – Rev. William Wood
- ▣ Northwest Quadrant – Rev. Edwin Dixon
- ▣ Northeast Quadrant – Rev. Bernie Knefley

**Contact your chaplain to apply for use of the Sutton/Ulrich Cottage.**

. . . a place  
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