

Ranch Reservation Protocol

1. Check the Google calendar for the ranch you want to visit to see if the time you're interested in is available. *If you don't have access to the Google calendars for each ranch, please reach out to Meredith and she'll send you the invitation you need for access to the calendars. There is one for each ranch, so be sure that you have all three.*
2. If the time appears to be available, let your respective parent (Vera or me) know the time you'd like to reserve.
3. If your parent is good with your request, he/she will email his/her favorite sibling (and Pat in the case of the Austin Ranch), with Meredith copied, to request that time for you.
4. When Meredith sees that everyone has replied, she will confirm with you that your time is reserved and put your reservation on the Google calendar.
5. If you have a question or concern, reach out to your parent (rather than Meredith).

For Austin Ranch, if you're not asking to reserve the ranch house or schedule a hunt, and as a general rule, you don't need to let anyone know you're coming onto the ranch. That said:

1. If you plan to go to the house or swimming hole, check the calendar to be sure that it's not reserved by someone else.
2. Remember to check with Pat if you want to access the Casita for some reason.
3. The portion of Shield Ranch now owned by the Shield Ranch Foundation (including the road through the Campsite) is not available for personal use by family members due to IRS regulations and to avoid unintended impacts to Foundation programming.
4. Please be especially mindful of communications from Blake regarding restricted access to the Crumley Ranch Road entrance during the construction of the Campsite Project.
5. Please be mindful of the families living on the Ranch. If you are coming or going at an unusual time (really late at night, for example), as a courtesy please let them know ahead of time so they'll know not to worry about an unexpected/unauthorized person on the Ranch.
6. Additionally, staff and their families have recreational access to portions of the Ranch, as described in our Employee Handbook. While areas most frequented by family are restricted to family use, you may encounter staff and their families in other areas of the Ranch.