

C.H.E.K Institute Australia HLC2 Information Packet for Venue:

**Awaba Retreat
40 Fern Tree Lane
Palmdale, via Ourimbah, Central Coast NSW**

Getting There

Driving Directions:

If coming from Sydney, it is approximately 82 kms north of Sydney CBD. 35 minutes driving time from the commencement of the Sydney/Newcastle M1 motorway at Wahroonga to the exit at Ourimbah. After exiting at Ourimbah, follow the signs to Palmdale (about 2 minutes). Fern Tree Lane is the second street on the left along Palmdale Rd, Awaba Retreat is the fourth property on the left (about 3 minutes).

Train:

The train will go from the airport to Central Railway Station where you will need to transfer to the Central Coast & Newcastle Line.

For train information, see: <http://www.sydneytrains.info/>

The trip takes about two hours. Purchase an Opal Card from the airport train station ticket office; it costs around AUD\$23 one-way. See link below for more information regarding Opal Cards:

https://www.opal.com.au/en/about-opal/opal_for_visitors/

Awaba Retreat is about a 10-minute drive from Ourimbah Railway Station and they can arrange for pick-ups on Tuesday, 1 November and returns on Monday, 7 November. They charge AUD\$10 per person return trip from the station to the retreat. Please firstly email Michael (michael@innerpeacemastery) to arrange a pick-up from the station. When you are boarding the train at Central, you should call his mobile (0403 770 300) to let him know what train you will be travelling on. You may also catch a taxi from the station. The local taxi number is 131 008.

Shuttle:

If you don't want to catch the train, you may arrange for a shuttle bus service which can pick you up directly from the airport. See the following link for the Central Coast Shuttle Express:

<http://ccshuttleexpress.com.au/>



Retreat Information

The Retreat is set on 22 acres with nine acres of lawn and paddocks and 13 acres of forest. Awaba backs onto the Ourimbah State Forest with extensive walking trails and natural flora and fauna. The nearest beaches are Shelley Beach (20 mins drive), Wamberal (35 mins) and Terrigal (40 mins).

Check-in: 5:00 pm Check-out: 10:00 am

There is a commercial refrigerator in the carport for extra food storage. Just plug it into the power point and it is ready to go in about 5 minutes. However, we do require you to keep refrigerated items to a minimum. If you bring your own food items with you, we highly suggest you bring non-perishable items.

All beds have sheets, mattress protector, pillow, blankets, doona and bath towel. There is also a swimming pool and hot spa. Bring your own towel for pool and spa.

There are facilities for hand washing and line drying. The washing machine and dryer are not available for weekend or daily hire.

There is limited mobile coverage on the property, which is mainly restricted to the front of the house. Landline calls are for emergency calls only.

The closest shopping is at Ourimbah (7 mins drive) with a post office, newsagent, chemist, laundromat and a couple of service stations. Better shopping is to be found at Westfields Tuggerah (10 mins) with more than 300 specialty shops, supermarkets, department store, cafes, and cinemas.

Awaba is a non-smoking and alcohol-free retreat. In keeping with being an ecologically conscious environment, we appreciate your co-operation by only using biodegradable bath products during your stay here.

You are welcome to use the cushions, chairs, tables and yoga props found in the storage area behind the yoga room.

Prior approval must be obtained for the lighting of a fire in the yoga room fireplace, pizza oven, or outdoors. A fire may only be lit outdoors in an approved designated area, subject to weather conditions and fire regulations. Firewood is available for use in the Living Room fireplace only. Firewood for other purposes can be collected from the forest or purchased from the local service station.

Please thoroughly rinse all food from crockery and cutlery before loading into dishwasher. If you rinse first, then you can use the 35 min cycle. Without rinsing, you need to use the 120 min cycle. Rinsing saves time, water and electricity. See instructions for use.



We are on tank water - please be water conscious!

If the gas runs out, it is simply a matter of switching to the other gas bottle. See instructions.

The large umbrella needs to be wound down when not being used. It is susceptible to wind damage if left up. There will be a charge for any damage to the umbrella.

Two black bins for general garbage and one green bin for recycling are located in the carport.

Location of electric switchboard is opposite room 8 – in case of a blown fuse.

There is a First Aid Kit and a list of relevant people in the laundry. A fire extinguisher and fire blanket is located in the kitchen and laundry. A key to the main bathroom is in the laundry.

In the unlikely event the electricity supply is temporarily cut off, there are emergency lights and drinking water in the laundry. Without electricity there is no water, oven or lights – the gas cook top still works, needs to be lit with a match. Electricity usually comes on within a few hours.

Please utilize the following checklist upon departure: 1. Turn all lights off. 2. Turn all heaters off. 3. Turn air conditioning off. 4. Close front and back doors (or lock, if you have been given a house key and return to designated location).

The retreat must be left in a clean and orderly condition otherwise there will be an excess cleaning charge.

Instructions

Dishwasher

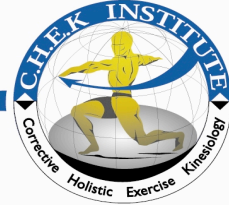
1. Stack cutlery in upper tray; cups and glasses face down in middle tray; plates and dishes in bottom tray.
2. Use ½ dishwashing tablet – place it onto the floor of dishwasher.
3. Push door shut until it clicks, press On button and then Start button - it is now on.
4. Place Red Disk over door handle to prevent opening of dishwasher door while in use.

Air Conditioning

1. Select Mode – Cool (snowflake symbol) or Warm (sun symbol).
2. Press On/Off button to turn air conditioner on, press again to turn it off.
3. Adjust temperature: ▲ to raise temp. ▼ to lower temp.
4. A comfortable temperature is 24°C.

Gas

1. The switch on the wall needs to be turned in the opposite direction to face the other gas bottle.
2. Open valve on full gas bottle, close valve on the empty gas bottle.



The gas bottles are located by the side of the house near the driveway. Call Michael if you are not sure how to do it.

Hot Tub

The hot tub is automated and the control panel has been disabled.

Maximum of 5 people in the spa at any one time.

Please replace the spa cover after you have finished using the spa. Please be careful with removing and replacing the lid as there will be a charge for any damage to the lid.

Lounge Room Fireplace

1. Push the slider on the RHS of the glass door fully to the right. This opens the vent so the maximum amount of air can enter the firebox.

2. Open the door to the firebox and build the fire. It is done in four stages:

- i) Place 2 fire starters into 4 to 6 sheets of crumpled newspaper.
- ii) Stack 6 to 10 pieces of kindling over the newspaper.
- iii) Stack 3 to 4 small pieces of timber over the kindling and newspaper.
- iv) Stack 2 to 3 medium sized pieces of timber over the top of everything else.

When building the fire, arrange the timber like a tepee over the newspaper and kindling.

3. Light the newspaper, wait about 30-60 seconds until the newspaper and fire starters have ignited then close the glass door to the firebox.

4. There is a fan switch on the lower RHS side of the firebox, turn it on so the heat will circulate into the room. There are two settings high and low.

5. Once the fire is established (about 5 minutes), place 2-4 medium to large pieces of timber on the fire.

6. Keep an eye on the fire for the first ½ hour until everything gets going, and occasionally add extra timber as required.

7. When you have finished with the fire:

- i) Push the slider on the RHS of the glass door fully to the left.
- ii) Turn off the fan switch found on the lower RHS side of the firebox.

That's it, the fire will gradually go out.

Please Note: If the fire in the lounge room causes any damage, you will be held liable for failing to adequately supervise the fire.