

## Guest Application

**Retreat** - Length of Stay/Dates Requested \_\_\_\_\_

Guest Retreat is an opportunity for refuge within Buddhist community. A guest retreat is sanctuary in a beautiful, peaceful setting. Retreat includes 3 hours/week (12 hours/month) of caring for the grounds with the community. All other community activities are available to you if desired. 30-day minimum retreat stay. Utilities included.

- Quan Yin Cottage: 576 sq.ft., furnished one-bedroom cottage, shared laundry \$1,600/mo.
- Apartment 4: 796 sq ft, furnished one-bedroom apartment with washer/dryer \$1,700/mo.
- Apartment 3: 672 sq ft, furnished one-bedroom apartment, shared laundry \$1,500/mo.

**Residency** - Length of Stay/Dates Requested \_\_\_\_\_

Guest Residency is an opportunity to join Ashland Zen Center's practice. Includes full participation in half-day practice schedule Monday through Friday, the Wednesday night program, the Sunday morning program and practice events that take place during residency. Utilities included. Weekday breakfast and lunch are part of residency: \$60 in cash paid directly to the kitchen at the beginning of each month.

- Apartment 4: 796 sq ft, furnished one-bedroom apartment with washer/dryer \$1,300/mo.
- Apartment 3: 672 sqft, furnished one-bedroom apartment, shared laundry \$1,100/mo.
- Dorm: 476 sq ft furnished studio, shared laundry \$750/month (\$25/day)

**Work Exchange** - Length of Stay/Dates Requested \_\_\_\_\_

Groundskeeper Work Exchange is an opportunity in the months of February through October to live at Ashland Zen Center in the dorm in exchange for 30 hours per week of labor on the grounds. Priority is given to those interested in joining the practice schedule but those who simply enjoy working hard in a beautiful setting and living in a Buddhist community may also apply. Breakfast and lunch Monday through Friday included.

- Dorm: 476 sq ft furnished studio, shared laundry

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Place of Birth \_\_\_\_\_ Birthdate \_\_\_\_\_ Sex \_\_\_\_\_

Social Security No. \_\_\_\_\_ Occupation \_\_\_\_\_

Employer \_\_\_\_\_

### Personal Reference

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

My relationship to the person above: \_\_\_\_\_

## Emergency Contact

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

My relationship to the person above: \_\_\_\_\_

## Health Record

I am fully vaccinated for COVID-19. Dates of vaccination/booster(s): \_\_\_\_\_

I have health insurance. Company and Policy #: \_\_\_\_\_

## Medications

Please list prescription medication you are taking:

## Personal Statement

1. Please describe your previous Zen Buddhist experience or your background in any other spiritual traditions, if applicable. List your current teacher, if any, their contact information, past teacher(s) and any other relevant information.
2. Have you ever been a resident of a religious community? If so, give the name and telephone number of the community or organization and dates spent there.
3. Have you ever been convicted of a felony? If so, describe the circumstances and outcome.
4. Have you been under the care of a psychiatrist, psychologist, counselor, or therapist? If so, when, for how long, and what is/was the diagnosis and treatment, including any medications?

5. Are you now receiving or have you in the last five years received medical treatment or prescription medication for diabetes, migraines, allergies, heart condition, or any other kind of physical ailment? Please describe and provide name and telephone number of current physician if presently receiving treatment or medication.
  
6. Do you have any special skills, for example, painting, sewing, carpentry, computers, gardening, maintenance? Describe.
  
7. Please describe your present home/family situation.
  
8. What are your plans after finishing this Guest Retreat or Guest Residency?
  
9. Is there anything else you would like us to know about you?

## **Guest Retreat Requirements**

1. Keep personal and shared areas neat and clean
2. Live in harmony with the community, including quiet hours from 10:00 pm to 8:00 am
3. Refrain from recreational drug use – all indoor spaces at AZC are non-smoking/non-vaping
4. Pay your Guest Retreat fees on time and follow the conditions of your Rental Agreement

## **Guest Residency Requirements**

### **Ashland Zen Center's Pure Standards of the Zen Community**

For over a thousand years it has been common practice for Zen temples to compose 'Pure Standards' (practical guidelines of conduct) that enable residents to live with each other in mutual respect, peace, and harmony. This is the body and mind of Zen training and practice. For a guest residency, please follow these guidelines completely and wholeheartedly.

1. Participate fully in the Ashland Zen Center schedule and programs. This includes half-day sittings, one-day sittings, sesshins, practice periods and scheduled samu periods. Residents who cannot maintain this commitment completely will determine, with a teacher, an individual schedule during these times.
2. Learn and take responsibility for filling positions such as flower offering, tea serving, etc.
3. Meet with a teacher once a week.
4. Community samu outside the schedule may include seasonal chores such as snow shoveling, gutter cleaning, berry harvesting, hand-watering, etc.
5. Leave all shared community space clean or cleaner than you found them. These include the laundry room, mail room, dining hall, coffee/tea bar, student kitchen(s), main kitchen, zendo, sangha room, closets (cleaning and storage), public bathrooms, kitchen pantry, shop, garage, garden shed, storage, porches and other indoor and outdoor areas used by everyone. Do not leave personal items in community space.
6. Be mindful and responsible for security, safety, and resources (e.g. turn down heat and air conditioner when not home, turn off lights when you leave a room, leave the heat set to 51° when you are away). Attend to trash and recycling, clean up spills, maintain supplies (toilet paper, paper towels, tissue, etc.) and participate proactively in the general upkeep of shared space.
7. Do not smoke or vape inside the buildings or within 10 feet of doors and windows.
8. Discuss medicinal drug use and all challenges you may have with drugs or alcohol with a teacher. This is not to be undertaken alone.
9. Participate in resident meetings and take responsibility for your part in healthy communication between residents.
10. Be fiscally responsible. This includes paying your Guest Residency fees on time.
11. Quiet hours are 10:00 pm to 8:00 am. Laundry may be done 8:00 am to 8:00 pm.
12. Live in a harmonious way with other residents and the sangha by honoring commitments and supporting each other's practice. This includes resolving conflicts in an appropriate

and timely manner – first directly with the person involved, next seeking council from a teacher and trying again. The Practice Leader has the final say in unresolved conflict.

13. Develop and sustain a positive relationship with the community and neighborhood. This may include good-neighbor action such as public sidewalk maintenance (picking up trash, shoveling snow, raking leaves) and getting to know neighbors by name. Be the reason Ashland Zen Center is a good neighbor.

I have read the requirements  Guest Retreat  Guest Residency and I agree to follow them.

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

### Send Application to:

[guestservices@ashlandzencenter.org](mailto:guestservices@ashlandzencenter.org) or mail to:

Ashland Zen Center Guest Program  
740 Tolman Creek Rd.  
Ashland, OR 97520

We may follow up with a call or email with questions and to make arrangements for the dates and length of your stay.

Upon acceptance, mail a check or use PayPal and add the following:

- \$250 refundable damage deposit
- \$220 non-refundable cleaning fee \*\*Guest Retreat only\*\*

For additional information email [guestservices@ashlandzencenter.org](mailto:guestservices@ashlandzencenter.org) or call (541) 552-1175

By signing this, the applicant attests that the above information is true, and authorizes Ashland Zen Center to verify the accuracy of such information. All information contained herein shall remain private and confidential.

Ashland Zen Center may deny Guest Residency or Guest Retreat status to applicants for any reason, stated or unstated, and may also terminate the stay of any person at any time without stated reason and in its sole discretion and without refund of fees.

I, (print name) \_\_\_\_\_ attest that the information provided above is true and I accept the terms stated herein.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_