

RETREAT RULES AND REGULATIONS

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NAMO TASSA BHAGAVATO ARAHATO SAMMA SAMBUDDHASA

**May You Always Practice With Right Effort
And Reap Many Good Results in This Retreat**

FAITH

EFFORT

MINDFUL

CONCENTRATE

INSIGHT

RETREAT RULES AND REGULATIONS

I. PRECEPTS

Usually, the Buddhist layperson undertakes 5 precepts but in the retreat, the meditator will undertake 8 precepts.

II. NOBLE SILENCE

Keep **silence** in **mindfulness** brings benefits to both oneself and fellow meditators.

During the retreat, all meditators should make an effort to keep noble silence. Avoid talking, greeting, bothering other meditators by drawing them into your own conversation.

The meditator can talk with the retreat management about matters related to food, lodge, health, etc. However, keep the contact to **minimal time**.

III. INTERVIEW

Show up 5 minutes before your interview schedule. During waiting for the interview, the meditator continues to keep noble silence.

Do not skip your interview. Do not change your interview schedule unless getting the agreement of the retreat management.

Guideline for Reporting:

Due to interview time allocation is limit, the Meditator **should** report with the Meditator Teacher the following:

- Summarize your practice experience in all the activities (walking, standing, lying, and sitting) and the activities from the previous interview to the present.
- The meditator only reports the most prominent object.
- The meditator can raise the question about matters related to practice for clarification.

The Meditator **should not** report the following:

- Report about family or personal.
- Inquire or discuss Dharma theory in the sutra. If questioning about Dharma theory hindered the practice that has to be resolved, the meditator can request to meet with the Meditator Teacher at convenience time.

IV. DONATE

SBMC does not accept any fee for the retreats. However, you can donate, contribute to assist and maintain the meditation center, where everyone can have the place to study and practice.

Meditators can donate according to your ability such as pure money, volunteer, food, items, etc. Please donate as following conditions:

Before the Begin of Retreat

- If offering the food for the monk, please call ahead of time in order for the meditation center to make arrangements.
- If the meditator wants to volunteer, please sign up at the office. The kitchen always needs a cook assistant; please contact in advance.

During the Retreat

- Avoid donations under any circumstances.
- Avoid exchange Dharma books or tapes.

After the End of Retreat

- Items or pure money could be offered after the retreat ending ceremony.

If offering pure money, for bookkeeping convenience, please put the money in envelop and write clearly the amount of donation and the purpose of donation (retreat, triple jewels, construction, Dharma books, monk, nun, or land for 1250 Arahants). The amount of donation offers for a specific category will be spending for that specific category.

V. *DAILY SCHEDULE*

The mediators should come to the Mediation Center on the morning of the opening day of the retreat, in order to have time for rest and prepare for upcoming days of practice. The daily schedule begins at 5:00 AM and ends at 10:00 PM.

Here is the daily schedule:

TIME	ACTIVITIES
04:30 - 05:00 Morning	Wake up
05:00 - 06:00	Sitting Meditation
06:00 - 06:30	Precepts
06:30 - 07:00	Breakfast
07:00 - 07:45	Chores: Clean bedroom, bathroom, volunteer
07:45 - 08:00	Hygiene
08:00 - 09:00	Sitting Meditation
09:00 - 10:00	Walking Meditation
10:00 - 11:00	Sitting Meditation
11:00 - 01:00 Noon	Lunch – Rest
01:00 - 02:00 Afternoon	Sitting Meditation
02:00 - 03:00 Afternoon	Walking Meditation
03:00 - 04:00 Afternoon	Sitting Meditation
04:00 - 05:00 Afternoon	Walking Meditation
05:00 - 06:00 Afternoon	Sitting Meditation
06:00 - 07:00	Walking Meditation and Rest
07:00 - 08:00	Dharma Talk
08:00 - 08:30	Walking Meditation
08:30 - 09:30	Sitting Meditation
09:30 - 10:00	Walking Meditation
10:00 - 04:00	Sleep

Inside of the Meditation Hall

- Be respectful all the time.
- Be mindful all the time.
- Do not stretch legs toward the Buddha shrine.
- Avoid step on the Bhikkhu high platform, except for Buddha's affair or setup audio equipment for Dharma talk.
- Arrive at the Meditation Hall on time. If for any reason that you arrive late or leave early during meditation hour, please be mindful to minimize noises, move and open or close doors gently.
- Turn off the clock alarm during meditation hour.
- Turn off the cellphone inside of the Meditation Hall.
- Do not bring food or drink into the Meditation Hall.
- Keep sitting area neatly.
- The retreat management will operate the temperature setting of heating or air conditioning in the Meditation Hall.

Besides

- Do not walk outside of the Meditation Center when practicing walking meditation.
- Do not smoke.
- Do not listen to music.
- To use a computer or copy documents relating to practice in the office must be allowed by retreat management.

- Request your relatives to refrain from calling the Meditation Center unless for an emergency case.
- Clean up the bathroom after use, and turn off the light when exit.

THINGS TO KNOW, DO'S AND DON'TS LIST

I. REGISTRATION

Register in advance in order for SBMC to organize for lodging, bring personal belongings, clothes, medicine for the whole retreat.

DO'S LIST

The meditators should arrive at the Meditation Center in the morning of the opening day of the retreat in order to:

- Registration.
- Check-in.
- Arrange the personal belongings.
- Read the rules and regulations of the retreat.
- Sign up for volunteering during the retreat.

DON'TS LIST

- Arrive late. However, if you are to be late, please meet the retreat management for registration and check-in instruction.

II. BEFORE AND AFTER THE RETREAT

Before leaving the Meditation Center, the meditators please follow:

- Clean up your room. If you use the SBMC bed sheet and blanket, please wash them for a coming meditator.
- Clean up the sitting cushion and vacuum clean the Meditation Hall.
- Clean up the bathroom.
- Remember to bring your personal belongings with you. SBMC is not responsible for any forgotten items.

III. FOOD

To support for your meditation practice, SBMC provides two meals in order for the meditators to be worry-free about food. Each day, breakfast will be served at 6:30 AM and lunch at 11:00.

Because all meditators undertake 8 precepts, hence SBMC will not serve dinner.

DO'S DURING AND AFTER MEAL

- Keep Noble Silence and Mindful.
- Arrive on time and line up.
- Clean up after meal: wash utensils, cup, and tray.
- Perform your volunteering task.

DON'TS DURING AND AFTER MEAL

- Do not cook.
- Avoid entering the kitchen unless performing a volunteering task, or emergency case.

- Absolutely no medicine cooking or eating in the bedroom.
- Do not bring food into the bedroom.

IV. PERSONAL BELONGINGS AND CLOTHES TO BRING

SBMC is located in the city of Riverside, California. Its' weather could drop down to 30° F in the winter and could rise up to 102° F in the summer. When attending the retreat the meditator would:

WHAT TO BRING

The bedroom is small, thus the meditators should pack clothes and personal belongings in the small suitcase as following:

- Health insurance.
- Cold weather clothes.
- Comfortable, unrevealing, plain clothes.
- Bring enough clothes for ten days retreat.

At the ending of the retreat, please pack up the clothes and personal belongings to bring home.

SBMC is not responsible for your lost personal belongings.

WHAT NOT TO BRING

- Flashy, revealing, colorful clothes.
- Magazine, book, reading materials.
- Laptop, game, CD/Recorder, audio materials.
- Incense, candle, offerings.

- Refrain from bringing the cellphone. If carrying the cellphone, please turn it off during the retreat.

V. MEDICAL EMERGENCY

SBMC does not have a private medical facility. The meditators should bring basic medicines and medical insurance in case of serious illness that requires for check-in with the hospital or local doctor.

SBMC is a non-profit organization, hence we will not responsible for your medical fees, or legal matters.

VI. QUESTION AND ANSWER

What is the meditation method at SBMC?

It is Vipassana – The Four Foundation of Mindfulness.

Can other meditation methods practice at SBMC?

No. The meditators only use the meditation method that has been instructed for the retreats at SMBC.

Does SBMC provide transportation?

No. SBMC has limit resources.

Are worship, chant, incense, candle allowing?

No. Do not bring incense, candle, and offerings to the retreat. Each morning the meditators undertake precepts. Each night the meditators recite the sutra to invite the meditation teacher for Dharma talk. Absolutely no amulet or worship in the bedroom.

Can we adjust the temperature setting of air conditioning or heating?

In order to have a successful retreat, please do not operate or adjust the temperature setting of the air conditioning or heating to your liking. If outside weather is too hot or too cold, the retreat management will adjust the air conditioning or heating to the average temperature setting suitable for most meditators. If you are feeling too cold, please wear extra warm clothes: or feeling too hot then wear light clothes or bring the small fan into the room.

In the case of any problem with the air conditioning or heating, please notify the retreat management immediately so we can make the timely repair, to bring the maximum comfort for the meditators.

Can we use the washer or dryer machine?

No. In order to have the best practice result, the meditator should not do anything other than practice.

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May you reap many good results in this retreat