

Sacramento

CAMP & CONFERENCE CENTER

INFORMATION GUIDE

PRICING I SERVICES I EVENT PREPARATION

About Sacramento

Thank you for your interest in the Sacramento Conference and Retreat Center.

The Ideal Setting for Every Group

Nestled in the tranquil Sacramento Mountains, our campus offers a peaceful and inspirational change of pace. We welcome groups of all sizes and types, including corporate retreats, workshops, family reunions, and spiritual gatherings. Our facilities are designed to accommodate large, small, and individual bookings, ensuring a memorable and comfortable stay for everyone.

Location & Accessibility

Surrounded by beautiful hills, pine trees, and mountain wildlife, Sacramento enjoys a pleasant climate year-round. We provide a beautiful escape from the desert southwest, with convenient driving access for surrounding regions:

- Las Cruces: 2 Hours
- El Paso: 2 ½ Hours
- Albuquerque: 4 hours
- Accessible within a day's drive from West Texas, reaching as far east as the Dallas-Fort Worth area.

We encourage you to review our detailed offerings. Our office is always available to answer any questions and assist you in planning your successful event.



Quick Facts

Location: 30 miles southeast of Cloudcroft, NM, within the Lincoln National Forest

Elevation: 7,500 feet

Climate: Pleasant year-round, featuring cool summer evenings (days rarely exceeding 90 degrees), beautiful fall/spring days, and colder, snowy winters

Lodging Capacity: Accommodations for 1 to 450 guests in dorm and motel-style rooms, RV sites, and tent camping

Meeting Spaces: Rooms available for groups from 10 to 450 persons. Meeting Spaces are complimentary when lodging with us. Contact the office for day-use rental inquiries



Sacramento Camp & Conference Center
106 Assembly Circle (P.O. Box 8)
Sacramento, NM 88347

Call us at (575) 722-2267
Text us at (833) 944-5969
info@sacramentocamp.org

Hours:
8:30-5:00 Weekdays
Saturday 8:30-5:00
Closed Sunday









Lodging

Accommodation Features
The Forrest Lodge is a two-story, motel-style facility featuring 24 total rooms, each with private bathrooms and individual outdoor entrances.

- Standard Rooms (22): Equipped with two queen beds.
- Accessible Rooms (2): Equipped with one queen bed and are ADA compliant.
- Common Area: The main lobby, known as Heritage Hall, is available for small group activities and relaxation.



Linens are provided.

Forrest Lodge



Rate/Type	Description	Cost Per Night
Single Occupancy	One person per room	$105.00
Shared Occupancy	Two or more persons per room (exluding the Family Max rate)	$72.00/person
Toddler Rate	Children ages 0-4	Free
Family Max Rate*	Maximum charge for a single room	$175/room

*The Family Max rate applies to families consisting of parents and their dependent children.

LODGING

Accommodation Features

The Family Life Center is a modern, two-story facility with individual outdoor access for each room. The Family Life Center Apartment is also connected to this building.

First Floor

- Meeting Space: Features a large main meeting room that can be easily configured into three smaller, sound-separated meeting rooms.

Second Floor Accommodations

- Rooms: Eight dedicated, family-friendly rooms, each with a private bath.
- Capacity: Each room accommodates up to eight guests, configured with seven twin beds and one full bed.



Linens are not included in the room rate. Rental of linens is available for an additional fee of $14.00. The linen rental includes sheets, blankets, pillows, and towels.

Family Life Center



Rate/Type	Description	Cost Per Night
Single Occupancy	One person per room	$121.00
Shared Occupancy	Two- four or more persons per room (exluding the Family Max rate)	$72.00/person
Shared Occupancy	Five plus persons per room (excluding the family max)	$67.00/person
Toddler Rate	Children ages 0-4	Free
Family Max Rate*	Maximum charge for a single room	$165/room

*The Family Max rate applies to families consisting of parents and their dependent children.

Lodging

Accommodation Features

The Aspen Lodge is a single-story facility that includes the attached Aspen Apartment and Cloudcroft Cabin units.

Accommodations & Capacity

- Rooms: Features 13 family-friendly rooms, each with a private bath. Four rooms are pet-friendly.
- Bedding: Each room offers a flexible layout, including one full bed and between one and five twin beds (specific capacity varies by room).
- Access: Eight of the rooms feature convenient individual entrances off the front and back porches.



Linens are not included in the room rate. Rental of linens is available for an additional fee of $14.00. The linen rental includes sheets, blankets, pillows, and towels.

Amenities & Common Areas

- Lobby: The lodge features a popular common lobby, offering ample space for both informal meetings and guest relaxation.

Aspen Lodge



Rate/Type	Description	Cost Per Night
Single Occupancy	One person per room	$77.00
Shared Occupancy	Two or more persons per room (exluding the Family Max rate)	$61.00/person
Toddler Rate	Children ages 0-4	Free
Family Max Rate*	Maximum charge for a single room	$150/room

*The Family Max rate applies to families consisting of parents and their dependent children.

Lodging

Accommodation Features

The Ayers Dormitory is a two-story facility offering flexible, high-capacity lodging that can be secured for co-ed use.



Linens are not included in the room rate. Rental of linens is available for an additional fee of $14.00. The linen rental includes sheets, blankets, pillows, and towels.

Accommodations & Capacity

- Rooms: 21 total dorm rooms with a total of 117 beds.
- There are 22 full beds and 95 twin beds.
- Bedrooms includes one full bed and multiple twin bunk beds.
- There is one large room that has 14 beds for larger group accommodations.
- Special Rooms: Three rooms feature private bathrooms.

Facilities & Amenities

- Bathrooms: Common bathrooms are located in each hallway.
- Common Areas: Lobbies are available on both the first and second floors.

Ayers Dorm



Rate/Type	Description	Cost Per Night
Single/Shared Occupancy	Same rate per person	$56.00 (excluding the Family Max rate)
Toddler Rate	Children ages 0-4	Free
Family Max Rate*	Maximum charge for a single room	$120/room

*The Family Max rate applies to families consisting of parents and their dependent children.

Lodging

Accommodation Features

The Laity Dorm is a two-story facility offering flexible, high-capacity lodging that can be secured for co-ed use.

Accommodations & Capacity

- Rooms: 21 total dorm rooms accommodating up to 127 guests.
- Bedding: Each room includes one full bed and multiple twin beds.
- Special Rooms: Two of the dorm rooms feature full private bathrooms.



Linens are not included in the room rate. Rental of linens is available for an additional fee of $14.00. The linen rental includes sheets, blankets, pillows, and towels.

Facilities & Amenities

- Bathrooms: Common bathrooms are located in each hallway.
- Common Areas: A lobby is available on the first floor and a lounge is available on the second floor, both suitable for meetings or relaxation.

Laity Dorm



Rate/Type	Description	Cost Per Night
Single/Shared Occupancy	Same rate per person	$50.00
Toddler Rate	Children ages 0-4	Free
Family Max Rate*	Maximum charge for a single room	$110/room

*The Family Max rate applies to families consisting of parents and their dependent children.

Cabin and Apartment Lodging

Cloudcroft Cabin

The Cloudcroft Cabin is a spacious, apartment-style lodging connected to the Aspen Lodge, featuring both interior and exterior access. This fully equipped unit includes two bedrooms (one with a king bed, the other with a twin-over-full bunk), two and a half bathrooms, a generous living room with a full-size sofa sleeper, and a full kitchen (refrigerator, oven/stove, and microwave). Linens and toiletries are provided for a comfortable, self-contained stay.
Rate: $195/night.



Aspen Apartment

The Aspen Apartment is a newly renovated, one-bedroom lodging conveniently located within the Aspen Lodge, accessible via an exterior entrance off the front porch. The unit features a bedroom with a twin-over-full bunk and a living room with a full-size sofa sleeper. A full kitchen is equipped with a refrigerator, oven/stove, and microwave. Linens and toiletries are provided. Rate: **$115/night.**



Family Life Center Apartment

The Family Life Center Apartment offers an ideal, spacious arrangement connected to the Family Life Center facility. This lodging features one bedroom with a king bed and a flexible sleeping loft equipped with both a twin-over-twin and a twin-over-full bunk. The unit is complete with one full bathroom, a comfortable living room, and a fully equipped kitchen (refrigerator, oven/stove, and microwave). For your convenience, linens and toiletries are provided. **Rate: $210/night.**



Lodging



RV Camping

Sacramento offers two separate, fully equipped areas for Recreational Vehicles, all site bookings are **$40/night** (call for long-term rates).

- **Upper RV Sites (6 sites):** Located in the main parking lot adjacent to the camp entry. Features full hookups with 30 amp electrical service.
- **Lower RV Sites (7 sites):** Located in a quiet area near the Challenge Course, approximately a quarter mile from the main campus, surrounded by ponderosa pines. Features full hookups with 50 amp electrical service.
    - Note: 50 amp plug converters are available at the Sacramento office.

RV and Tent Camping

Tent Camping

- Tent camping is available throughout the property.
- Facilities: Shared bathhouses are available for use from late spring to early fall.
- Meeting spaces can be rented for an additional cost. Contact our office for details.
- **Rate: $5/person/night**



Meeting Spaces

The Sacramento Center offers an extensive and versatile selection of meeting spaces to ensure you find the ideal setting, regardless of your group size. Our facilities can accommodate up to 450 people and include various configurations, such as classroom-style rooms, a chapel suited for worship, and relaxed lobbies furnished with couches. **Meeting spaces are provided complimentary for all groups using our lodging facilities. For rental of a meeting space only, please contact our office.**

To facilitate your successful gathering, many of our rooms are equipped with standard amenities like TVs and sound systems. Furthermore, we offer a range of essential items—including tables, chairs, dry erase boards, and extension cords—at no extra charge. Please coordinate your exact meeting space needs and equipment requirements with the Sacramento office during your event planning, and our staff will ensure everything is professionally set up prior to your arrival.


Chapel


Family Life Center


Hughes Up & Down


Skipper's Hall Auditorium


Skipper's Hall Classrooms


Small Dining Room

DINING

Dining Service and Planning

Meal Service Overview

Nourish your group with delicious, high-quality food designed to leave you feeling well-fed in mind, body, and spirit. Meal service is generally available for groups of 10 or more. If your group is smaller than 10, please contact the Sacramento Office to discuss alternative options or reserving a facility with a private kitchen.

Emphasizing Partnership and Service

To ensure seamless meal service, please submit your final, accurate meal count to the Sacramento Office at least five days prior to your group's arrival. Any required adjustments to the standard meal schedule must be pre-arranged with the office team.

Our standard meal schedule includes Breakfast at 8:00 AM, Lunch at 12:00 PM, and Supper at 5:30 PM.

Meal rates and lodging rates are charged separately. The meal cost of $14.00 is all-inclusive, covering the entrée, sides, salad, drinks, dessert, tax, and gratuity. Meals for children 5-12 yrs. of age who are staying with their parents are $7.00 per meal. Meals for toddlers are free.







Menu Preparation and Dietary Restrictions

Menus are carefully prepared by our Food Service Manager to ensure a balanced diet at all meals, including fruit/cereal/yogurt with breakfast and a full salad bar with lunch and supper. A selection of beverages, including coffee, tea, hot chocolate, a juice bar, water, and milk (breakfast only), is provided with meals.

If any member of your group has dietary restrictions, please contact the Sacramento Office in advance so our dining hall staff can plan accordingly.

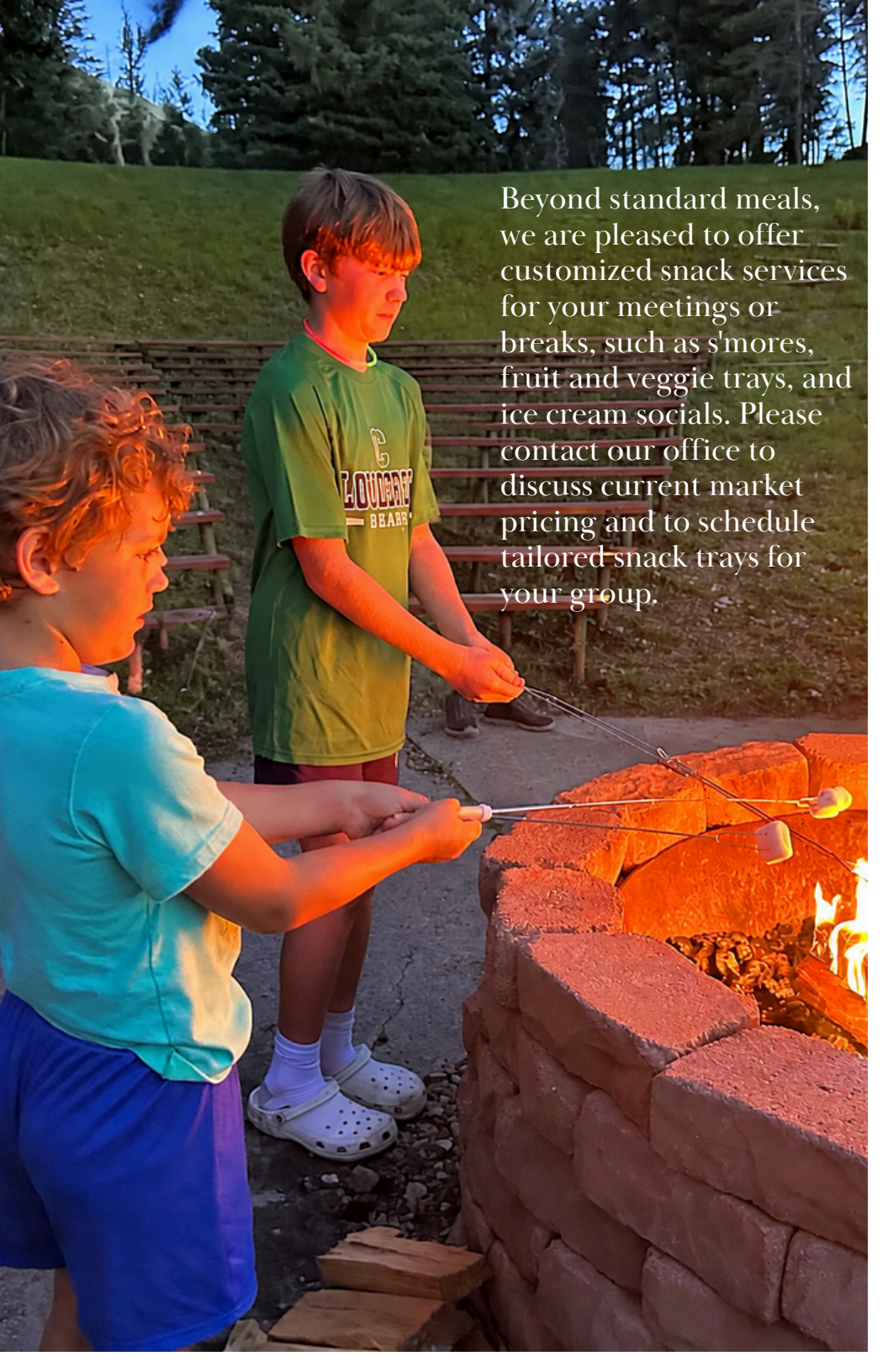


No trip to Sacramento Camp and Conference Center is complete without experiencing one of our most beloved traditions: our famous, fresh-from-the-oven cinnamon rolls.

These generous, golden-brown pastries are soft, pillowy, and swirled with rich cinnamon sugar before being finished with a decadent layer of warm, melting icing.

Grab a warm roll, pour a fresh cup of coffee, and savor a true taste of Sacramento hospitality.





Beyond standard meals, we are pleased to offer customized snack services for your meetings or breaks, such as s'mores, fruit and veggie trays, and ice cream socials. Please contact our office to discuss current market pricing and to schedule tailored snack trays for your group.

Sacramento Activities



Sacramento Activities









We offer a diverse selection of activities designed for all ages and groups.

- **22 Cal Long Rifles:** $6/person + $7/box of ammo
- **223 AR-15 Long Rifles:** $12/person + $18/box of ammo
- **Trap or Skeet Shooting:** $18/person + $12/box of ammo
- **Gun Range Rental:** $48/hour
- **Archery:** $12/person
- **Guided ATV Tours:** $48/ATV

- **Paddle Boats & Kayaks:** $10 Reservation Fee
- **Pedal Karts:** $10 Reservation Fee
- **Geo Caching:** $2/GPS Rental
- **Mountain Scooters:** $6/scooter
- **Disc Golf:** $2/disc
- **Paintball 2.0 (slingshots):** $7/person

- **Challenge Course High or Low Rope-3 Hrs:** $22/person
- **Challenge Course - Single Element:** $8/person

- **Fling Thing:** $6/person

- **Arrow Tag:** $12/person
- **Blacklight Dodgeball:** $54/session
- **Laser Tag: $10/person**

Free Activities

- **Gaga Ball**
- **Basketball**
- **Volleyball**
- **Hiking**
- **The Game Room**
- **Catch and Release Fishing** (Bring your own fishing gear)

Sacramento is your destination for excitement!

Sacramento Activities





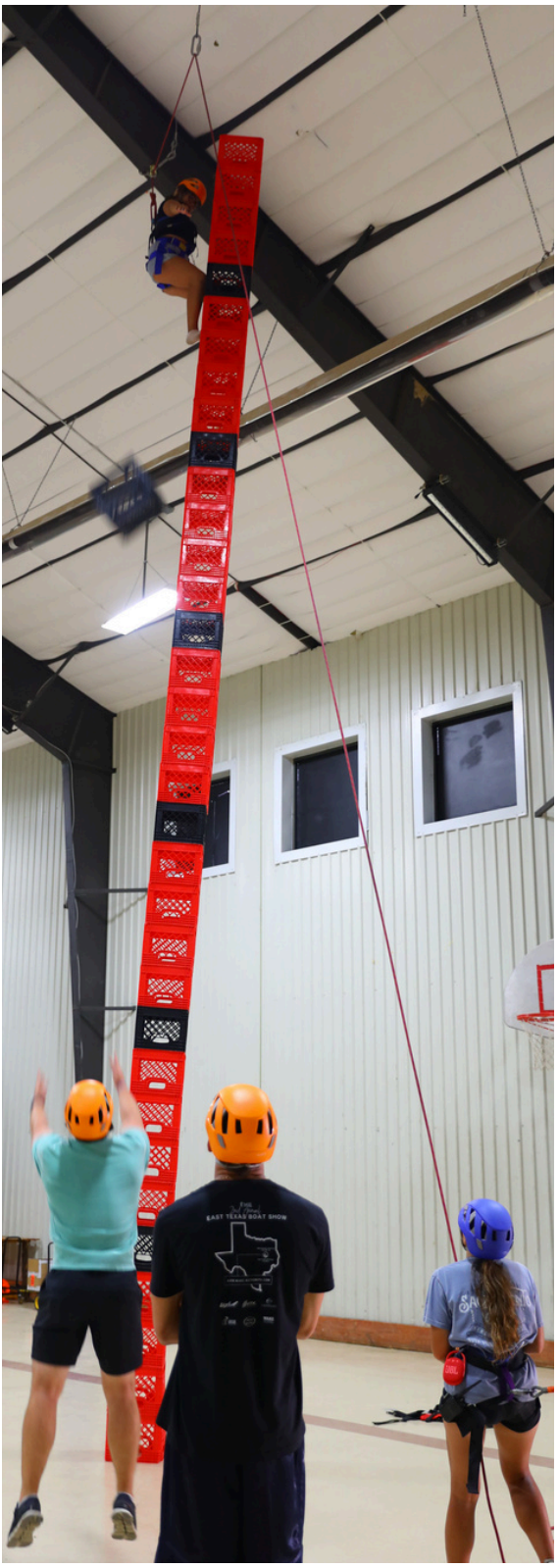


Equine

- **Trail Rides (1.5 hours):** $30/ride
- **Trail Rides (Half Day):** $60/ride
- **Pony Rides:** $6/ride

Let us help you plan a memorable experience everyone will love.

We encourage you to schedule your group's activities before your arrival to secure your preferred times. While we always try to accommodate last-minute requests, availability for walk-ins is limited.


EAST TEXAS BOAT SHOW


FLING THING









Snack & Gift





The McCuaig Front Porch Snack & Gift Shop

Located right on the Front Porch, our Snack & Gift Shop offers a welcoming and relaxing environment perfect for group break times. While the Front Porch is always available for guests to relax,

We offer a convenient selection of Beverages (soft drinks, juices, bottled water), satisfying Snacks (popcorn, chips, candy, ice cream), and unique Gifts and souvenirs (t-shirts, hats, and Sacramento memorabilia).

Group Reservation Guide

Considerations for Making Your Initial Reservation

We are here to help you get started! You will find a list of ideas that will assist you in thinking through what reservation details may benefit your group event. You do not need to know all of the details when you contact us, but this guide may assist your planning and our conversations as we work together to make your event meaningful.

What is the purpose of your event?
Consider your vision for your event. Why is this event being planned? For what purpose? How you answer this question will assist you in envisioning what accommodations you may want to reserve, what meeting spaces will work best for your vision, and what activities or extra resources, such as a campfire, you may want to include.

When would you like to host your event?
Before you reach out to us, determine your preferred dates, and please note alternative dates in case your first choice is unavailable.

What are your facility needs?

- Think through what your lodging requirements are based on your group size and preferences.
- Determine your needs for meeting rooms, recreation, and other activities.
- Consider if your group members will need linens for their stay or if they will be bringing their own bedding.
- Determine what meals your group will need during their stay and if they might enjoy special events such as a campfire with s'mores, an ice cream social, or snacks.
- Consider the physical needs of your group members. Will anyone benefit from the use of a golf cart or an ADA room?

Ready to explore the center?

- Visit our website at sacramentocamp.org to get a feel for our offerings and facilities.

Are you ready to discuss details and reserve your dates?

- Visit our website and complete our Group Inquiry Form or contact our office at 575-722-2267 to discuss your needs, check current availability, and make your preliminary reservations.
- Our Guest Services team is available to manage registration for your group event. Please reach out to them for further details and pricing.

Have you secured your date?

- Pay the non-refundable Booking Fee to formally hold the selected dates (fees vary based on group size).

As you continue to plan your event, keep the office up-to-date on any changes in your reservation.



Group Reservation Guide

FINALIZING YOUR EVENT: THE 90-DAY SUCCESS CHECKLIST

To ensure your event is perfectly prepared and fully secured, please complete the following steps 90 days prior to your arrival:

Securing Your Reservation

- Finalize Deposit: Please submit an additional deposit equivalent to 10% of your estimated group invoice. This payment officially secures your reservation on our calendar and confirms all logistical planning can move forward.

Confirming Attendance & Billing

- Estimated Guest Count: Provide your estimated attendance numbers. This figure is crucial for finalizing room assignments and facility preparations. (Please note that payment for your group event is due at the time of check out; the finalized balance is based on the actual number of attendees for your group event, including actual meals, activities, and extras.)

Essential Partnership Documents

- Liability Coverage: We require a Certificate of Liability from your insurance carrier with a minimum occurrence limit of $1,000,000. This standard documentation ensures comprehensive protection for your group and our facility.
  - Action: Please ensure the Sacramento Camp and Conference Center is listed as an "additional insured" party on the certificate.

The final payment is due upon check-out. Interest charges will be applied after 10 days.

The booking fee is non-refundable; however, if an event is cancelled, the fee may be applied to a future event, if re-scheduled within six months of the original booking.

The 10% deposit is non-refundable when cancelled within 90 days of event and is non-transferable to any future event.

Both the booking fee and 10% deposit will be applied as payments towards your final invoice.

Campus Safety & Event Guide







Check-in and Check-out Times
Our Check-in time is at 4:00 pm and our Check-out time is 11:00 am for lodging and the use of meeting spaces unless other arrangements are made with our Guest Services team.

Quiet Hours
In order for all of our guests to enjoy their time on the mountain, we ask that you observe a quiet time beginning every night at 11:00 pm.

Substance-Free Environment
The campus adheres to a strict substance-free policy. The possession and use of alcohol, cannabis, and illegal drugs are not permitted anywhere on the property.

Smoking is strictly prohibited inside all campus buildings and within the forest areas. If you must smoke, please do so discreetly in designated areas where provided ash receptacles are available. We appreciate your courtesy toward all guests, particularly children and youth.

Commitment to a Safe Environment

- Fireworks: Not permitted anywhere on campus property.
- Firearms: No firearms are permitted unless for use at Sacramento's gun range with NRA certified staff facilitation. All firearms must be kept locked in a secure location at all times. Contact the Sacramento office for additional information.

Campus Safety & Event Guide



Fires & Grills

- Designated Areas: Campfires and grills may only be lit in designated areas. Always check with the Sacramento Office before starting a fire, especially during dry or adverse weather conditions.
- Safety & Attendance:
  - We have grills available for you to use, but you may bring your own grills if you prefer. Please contact the office for where you can set up your grills if you bring them.
  - Never leave fires in fireplaces, stoves, or outdoor fire pits unattended. A designated member of your group must remain present until the fire is completely extinguished.
  - Do not stack wood next to indoor fireplaces or stoves.

Vehicles & Parking

- To maintain a pedestrian-friendly environment, please leave your vehicles parked after arrival. Vehicles should only be used while on campus for the transportation of guests with physical difficulties.

Grounds & Wildlife

- Pond Safety: For your safety, do not wade or play in the pond.
- Rock Throwing: Rock throwing is strictly prohibited across all camp grounds.
- Pets: Pets are allowed on a limited basis. We do not provide kennel facilities. Please call ahead to make necessary arrangements if you plan to bring a pet. Pets must be on a leash at all times while on campus.

Hiking & Property

- Trail Use: Enjoy our extensive hiking trails! Maps are available at the office. Please note that some trails are steep, rugged, and uneven.
- Safety: Always be aware of potential loose rocks and natural dangers. For your safety, stay on marked trails and avoid off-trail hiking.
- Neighbors: We have excellent neighbors; please respect their privacy by remaining on Sacramento property.

FAQ

Planning Your Visit

Are group discounts available?
No. Our group prices are fixed and do not fluctuate based on the size of your party.

What if I arrive after the office has closed (8:30 AM–12:00 PM, 1:00 PM–5:00 PM)?
If you arrive outside of our normal office hours, you may go straight to your assigned room—it will be unlocked and ready. If you are unsure where you are staying, check the room assignments posted on the TV in the Skipper's Hall lobby. You may also use the call box located outside the doors at Skipper's to reach our staff after hours.

Are you open year-round?
Yes, we are open all 12 months of the year.

On-Site Safety and Conduct

Where should I go if I sustain an injury or illness?
Please report all injuries and illnesses immediately to the office.

How do I contact staff members in an emergency?
Emergency call boxes are located throughout the campus for your use. They are found at Skipper Hall, Forrest Lodge, the Family Life Center, the Dining Hall, Aspen Lodge, Ayers Dorm, Laity Dorm, and Lower RV.

Facilities and Activities

Can I rent a golf cart to drive around camp?
Yes. We rent out our golf carts to groups or individuals for transportation around the camp for $25.00 a day. We only have a few, so please call our office to reserve them in advance if possible.

Can I bring my own ATV?
Guests are welcome to bring their personal ATVs for use on the roads to transport themselves and other guests, or for taking off-site (following all applicable rules). However, our insurance does not allow guests to ride their personal ATVs on our trails.

Do I need a key for my room?
We are typically keyless, but if you require a key to ensure important items are secured, please let the office know and they will provide one.

What if I forget something I need during my stay?
Please stop by the office. We keep basic toiletries in stock and want to make sure you have what you need!

Is my vehicle size a problem when travelling to camp?
Any size vehicle can make it to Sacramento. You do not have to go on any unpaved roads to get here.

Cell Service & Internet Access

WiFi is available in the Dining Hall, Forrest Lodge, the FLC, Aspen, and The Front Porch. You can also contact the office for assistance with WiFi. We are happy to help.

Are you Ready to Make Some Memories & Book a Group Reservation?









Get in Touch Today!

Email us at info@sacramentocamp.org or call 575.722.2267.

We have inbound and outbound text messaging powered by Gloo. Contact us via text message at (833) 944-5969, toll-free.

We are also available on WhatsApp and Facebook Messenger. Search focall 575.722.2267. Sacramento Camp & Conference Center or visit sacramento.camp/whatsapp or search for us on Facebook.



Connect with Our Guest Services Team
to book your reservation now!

575-722-2267

guestservices@sacramentocamp.org

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