



# **A Warm Welcome to Palpung Wales**

*An opportunity to find inner calm and deepen your  
Dharma practice.*



## SUGGESTED DONATIONS & LENGTH OF YOUR STAY

Suggested donation for a **personal retreat is £15 / night** (or a day should you only book one day). A **retreat stay means a full time practice schedule**, with at least 4 practice sessions and minimum of 6h practice / day. You can find a few retreat schedule suggestions further down in this info pack.

You can of course come and stay also as a **visitor (£25 / night)** and then you don't need to have a specific retreat schedule to follow. There's a list of suggested donations further down.

### A RETREAT REFERENCE

If you are **booking over a week's retreat**, we kindly request you to **provide a reference letter / email** from one of your teachers / similar, providing information that you are capable of doing a personal, self-guided retreat, the length that you requested. We take up to **one-month bookings** at a time.

## ARRIVAL & PAYMENT & CAR PARK

**Please kindly arrive TUESDAY - SATURDAY between 2pm-8pm. We are closed on SUNDAYS & MONDAYS.**

The payment for your stay (and possible meals) can be done in advance online (PayPal or bank transfer) or after you have arrived. The centre manager Pauliina can be found in the Centre's office Tue-Fri 2pm-5pm, and you can sort out the payment with her. **The Centre is closed on Sundays & Mondays.**

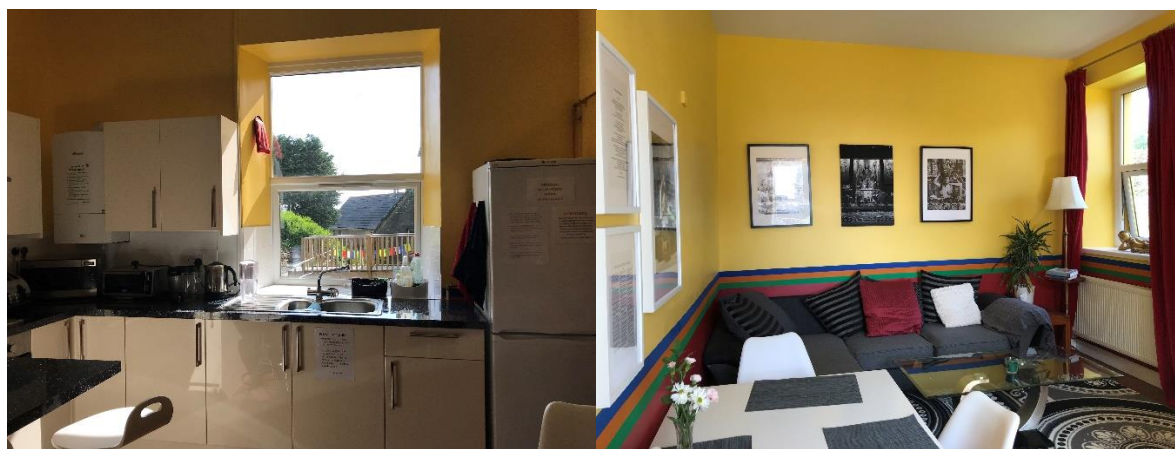
We have a **car park at our other property at 122 King Street**, just a couple of minutes' walk away from the Centre, so you can leave your car there (*please note that the Centre is not responsible for any damage / losses to the cars that are parked there*). There are no parking spaces just outside the Centre and along the road residents' park their cars. You can however unload your car nearer to the Centre and then park your car at 122 King Street.

## WHAT TO BRING WITH YOU

The Centre provides bedding and towels. We also have many shawls, a few meditation stools and meditation cushions if you want to use them.

In each room there is a meditation box with a cushion and a small table as the altar/shrine. You can however bring your own ritual items to your shrine if you wish. We provide LED candles for your shrine, but if the battery runs out, let us know.

**For fire safety: Please don't burn candles in your retreat room.** *Only if you have a metal container / incense burner where you can place the incense lying flat, and you have shown your setup to retreat room coordinator, Richard, or the centre manager, Pauliina, can you burn incense.*



## MEALS

If we have a cook on site, you can book to have up to 3 meals a day. Breakfast is £2, lunch which is the main meal £5, and a light dinner is £3. Meals are vegan, but vegetarian options available if requested (butter, cheese, yoghurt, eggs).

If we don't have a cook on site, then the personal retreats are self-catering (but you can book a self-service breakfast for £2/day – see more below). There is a well-equipped and clean kitchen for the retreatants, and each person can book a cooking slot, when they will have the kitchen to themselves. There is also a lots of cupboard space for your groceries. Each retreatant will need to leave the kitchen in a clean and tidy condition for the next one. This includes: cleaning the kitchen surfaces, washing up their own dishes, pots and pans etc.

You can book self-service breakfast from the Centre for £2. That includes teas / coffee, fruits, nuts, dried fruit, cereal / porridge, bread, etc. **Please let us know if you want to have breakfast, so we know to stock up.** Please let us know if you require gluten free options for the breakfast.

### TEA AND COFFEE

Tea and coffee facilities are found downstairs as well as in the upstairs kitchen. There's no charge for the tea and coffee.



## SHOPS AND LOCAL FACILITIES

There are many small shops within a couple of minutes walking distance, and a big supermarket is about 7 minutes' walk away. There is a post office, a Lloyds bank, a gym, some restaurants and take away places in the town. There are also some small independent shops on the main street.



## DHARMA SHOP

There is a small shop at the Centre stocked with Dharma items, shawls, incense, books and ritual implements. Before you arrive, you can send us an email enquiry if you need something specific, and we can see if we have it in stock.

### Contact the shop:

Ani Chodron /  
[palpunguk.shop@gmail.com](mailto:palpunguk.shop@gmail.com)



## RETREAT ROOMS AND FACILITIES

The Centre has 8 clean and comfortable single rooms for personal retreats with a shared kitchen / lounge, toilets and showers. Depending on the availability one can choose from south facing view over the hills and valleys, or more quiet side, north facing and overlooking the Centre's meditation garden. You can enquire about the availability when you book your stay.

## DAILY SCHEDULE FOR YOUR RETREAT

You can plan your schedule before you arrive, or if you haven't done a retreat before and would like to have guidance in how to build the daily schedule, you can arrange a meeting with our resident teacher (please contact the office [palpungukoffice@gmail.com](mailto:palpungukoffice@gmail.com) / Pauliina to arrange this).

**Everyone who comes to stay at the Centre and is doing a personal retreat, should have some kind of a daily schedule to follow.** This supports the inner discipline and practice. Retreat schedule usually has at least 4 practice sessions and set breaks (the length of your sessions depends much on your experience and practices you are doing).

If you wish to start your practice earlier than 6am in the morning, please move and close the doors quietly. The same goes to moving in the corridors in the nights (after 10pm).

## DIFFERENT RETREAT SCHEDULE OPTIONS

### **NOTE: IF YOU ARE NEW TO RETREATING**

Please note that if you have never done a retreat before, we suggest that you take time planning your retreat schedule and practices which you will be doing, as doing a personal retreat (with a suggested donation of £15/day) will require at least 6h/practice per day.

That 6 hours can be divided in a way that suits you, however there are suggested schedules that you can follow. The sessions can include formal meditation / prayer / chanting and also spiritual studies.

If you don't know or have any specific practices when you are coming for a retreat, we suggest that you will attend some teachings before you come to do a retreat. You can of course come and stay as a visitor (£25/day), attend the teachings that are available during your stay (see below the weekly schedule) and this way build up a practice that you could do on a retreat in the future.

If you need to see our teacher Lama Rabsang about your practice schedule, please arrange this with Pauliina / [palpungukoffice@gmail.com](mailto:palpungukoffice@gmail.com) before you arrive.

### 6-hour schedule

**6.15-7.15am** First practice session  
**7.15-9.30am** Breakfast & break  
**9.30-11am** Second practice session  
**11am-2pm** Lunch & break  
**2-3pm** Third practice session  
**3-4.30pm** Break  
**4.30-6pm** Fourth practice session  
**6-7.30pm** Dinner  
**7.30-8.30pm** Fifth practice session

### 8-hour schedule

**6.15-7.45am** First practice session  
**7.45-9.30am** Breakfast & break  
**9.30-11.30am** Second practice session  
**11.30am-1.30pm** Lunch & break  
**1.30-3pm** Third practice session  
**3-4.30pm** Break  
**4.30-6pm** Fourth practice session  
**6-7.30pm** Dinner  
**7.30-8.30pm** Fifth practice session

### 10-hour schedule

**6.15-7.45am** First practice session  
**7.45-9am** Breakfast & break  
**9-11.30am** Second practice session  
**11.30am-1.30pm** Lunch & break  
**1.30-3pm** Third practice session  
**3-3.45pm** Break  
**3.45-6pm** Fourth practice session  
**6-7.15pm** Dinner  
**7.15-9.30pm** Fifth practice session

## GROUP PRACTICES AND THE TEACHINGS

At the Centre there are group practices during the week as well as teaching sessions held by Lama Rabsang. You are welcome to attend the group practices and teachings during your stay. Suggested donations are found below. There is no suggested donation for attending the pujas. During your stay there might also be other teachings taking place, which have their own suggested donation – you can enquire about this from the centre manager if you wish to take part.

### Centre's weekly schedule of practice & teachings

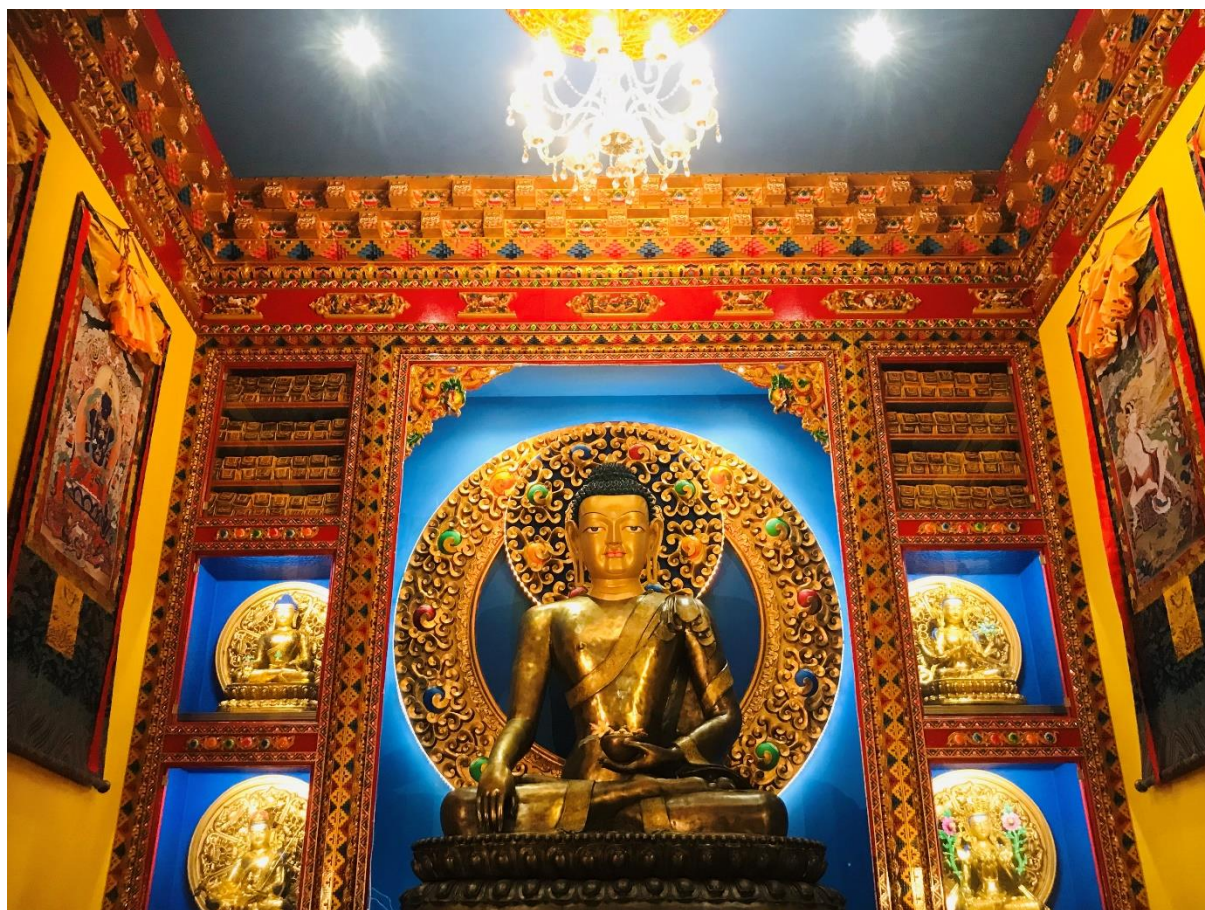
**8-9am** daily (except Mondays) White Tara puja

**5-6pm** daily Mahakala puja

**7-8pm** Tuesdays Meditation & Contemplation (Pauliina) (*suggested donation £5 / £8*) **6.30-**

**7.30pm** Thursdays Beginners meditation (Ani Chodron) (*suggested donation £3 / £5*)

**7-8pm** Fridays Chenrezig / Medicine Buddha Puja



### PRACTICE IN YOUR ROOM OR THE SHRINE?

You can do your practice sessions in your room or in the shrine, or vary according to what you wish.

## RETREAT BOUNDARIES

It is up to you to set your personal retreat boundaries. This includes silence / talking, using the phone, internet, going out etc. The retreat boundaries are a support for your practice so that you can maintain the focus in the practice during your retreat.

### SILENCE OR TALKING

Some people wish to observe silence during their retreat either partially or full time. It is completely up to you which way you wish to be in silence, but please respect other people's silence if they have chosen to observe it.



### GOING OUT & EXERCISE

If you want to go for a walk outside the Centre (other than the Centre's garden), there are beautiful walks on the hills around the Centre. Some of the walks you can reach without a car. You can ask from the Centre's residents about the walks. There is a spare key which you can take with you and lock the door after yourself. **Please return the key after use to its place, and don't leave it in your pocket.**

If you are doing yoga etc, please bring your own yoga mat and make some space for it in your room. If you need a larger space, the Centre's other venue, Maitri House, has a yoga hall which can be used if it is empty.

### WIFI & PHONE CALLS & LISTENING TO THE TEACHINGS IN YOUR ROOM

The Centre has a wifi connection, so you can listen / watch teachings if you wish. If you need to make phone calls, please don't do it after 9pm if you are talking in your room. You can use Centre's library / shop / upstairs kitchen for phone calls in the evening if you wish not to disturb your room neighbours. Silence is 10pm.

If you are listening to the teachings from your laptop etc, we'd request that you kindly use headphones or not listen them loudly especially in the evenings.



## **PRACTICE ADVICE FROM LAMA RABSANG**

Centre's resident teacher, Choje Lama Rabsang's practice advice is available if you need it. You can arrange this with the centre manager.

## **KARMA YOGA – HELPING WITH SMALL TASKS AT THE CENTRE**

During your stay we would like to include you in our community by partaking in a small tasks. When you arrive, we will tell you what kind of tasks there are available, and you can choose what you would like to do. It is usually something that is only done once a week and shouldn't take more than 30-60mins. So when you are planning your schedule, please reserve a little slot in your retreat schedule for this too. Retreatants usually find that this brings a nice balance for their formal sitting practice.

## **DOING LAUNDRY**

You can do your own laundry at the Centre, and you can check form the residents when is the best time to do it so it won't interfere with the Centre's laundry. You can bring your own laundry liquid or use an eco-friendly wash ball that we have at the Centre.

## **UPON LEAVING**

**When you are leaving, please help us by the following ways:**

- Make sure you have returned the house key to its place
- Check that the room key is in the room door
- Leave the library books in your room if you are not taking them for home loan
- Spray and wipe the surfaces in the room
- Hoover / sweep the room floor, and use the mop if necessary
- Leave the window open
- Strip the used bedding and take it to the laundry room downstairs
- Please make the bed with clean set of bedding (it can be found in the laundry cupboard)

# **BASIC CONDUCT AT THE CENTRE: FIVE GOLDEN RULES**

## **For Palpung Wales visitors & retreatants & staff**

All residents, visitors and retreatants are expected to follow the five Buddhist principles during their stay. If these are not respected, or if after a request to change the behaviour there hasn't been a change, we may need to ask a person to leave the Centre. In the cases of gross misconduct we may need to ask a person to leave immediately.

### **NOT TO KILL: REVERENCE FOR LIFE & NON-VIOLENCE**

We request that everyone staying at the Centre will respect all life and refrain from killing or supporting the acts of killing. This also includes avoiding violent or aggressive behavior towards others, in body, speech or mind.

### **NOT TO STEAL: RESPECT OF OTHERS & PROPERTY**

We request that everyone staying at the Centre will respect the property of the Centre and other people, and avoid stealing and taking what has not been given.

### **NO SEXUAL MISCONDUCT: CULTIVATING LOVING- KINDNESS AND DISCIPLINE**

We request that everyone staying at the Centre will avoid sexual misconduct as well as respect other people's personal space, their retreat space and their physical boundaries. The space at the Centre is focused on retreats and Dharma practice, so we encourage everyone to keep their focus in this.

### **NO LYING: AVOIDING HARMFUL SPEECH & LEARNING DEEP LISTENING**

We request everyone to be mindful of their speech. This means not to lie or deceive, not to spread news that they do not know to be certain and not to utter words that can cause division or discord.

### **NO INTOXICANTS: NOURISHMENT AND HEALING**

The Centre has a zero policy for intoxicants in its premises. No recreational drugs or alcohol consumption is allowed. Smoking is permitted outside the Centre. We wish to encourage healthy habits for the body and the mind which helps to keep the mind clearer and more aware.

# **SUGGESTED DONATIONS AT THE CENTRE**

*(1<sup>st</sup> March 2023)*

## **ACCOMMODATION & PERSONAL RETREATS**

**£15** / night personal retreats *(this means full time practice schedule, at least 4 practice sessions, minimum 6hrs formal practice / day)*

**£25** / night general visitor stay *(this applies also if you are staying overnight during the day courses etc)*

**£20** / night general visitor stay (Monthly Supporter) *(this applies also if you are staying overnight during the day courses etc)*

**£10** / short stay volunteering *(lunches included)*

## **MEDITATION TEACHING BY LAMA RABSANG (TUESDAYS)**

£8 / Meditation teaching / Dharma talk

£5 / Meditation teaching & Dharma talk (Monthly supporter / low income)

## **BEGINNERS MEDITATION CLASSES (SUNDAYS)**

£5 Meditation classes

£3 Meditation classes (monthly supporter / low income)

## **TEACHING DAYS (10am-4pm)**

£30

£25 (Monthly supporter / low income)

## **GROUP RETREATS**

£35 / day (incl. meals & accommodation)

£30 / day (incl. meals & accommodation)

*A donation for the retreat teachings is given separately to Lama Rabsang and it is optional.*

## **PUJAS**

No donations requested

## **THE TEAM THAT IS LOOKING AFTER THE CENTRE & YOUR STAY**

**Choje Lama Rabsang:** spiritual guide and spiritual head of the Centre, resident teacher

**Pauliina (Centre manager:** office admin, payments, course & group retreat bookings, teachings, programme, Lama Rabsang's interviews & travels, general enquiries, website, newsletter, social media, etc)

**Ani Chodron (Volunteer:** a nun responsible for the shrine, leading daily pujas, Dharma shop, library, volunteer coordinator)

**Volunteer caretaker & retreat room coordinator,** lives on site: accommodation & retreat room bookings, cleaning, general practical help, DIY)

**Trustees:** Gareth Jones, Joan Foy, Ruth Brown