



Welcome to our online Guest Information Booklet

There is a lot of helpful information provided here to answer many of your questions about your stay with us.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

1 - About Nebraska City, the neighborhood, and your hostess.	3
Nebraska City, Nebraska	3
The Neighborhood	3
Whispering Pines Bed and Breakfast	3
Your Hostess	3
2 - Standards of operation	4
Guest common areas	4
Parking	4
Breakfast	4
Linens and Laundry	5
Housekeeping	5
Alcohol	5
Other Dining Services	5
Telephone and Messages	5
Television and Cable	5
Wireless Internet Access/Business Center	6
Alarm clock and wake up requests	6
Temperature control	6
FIRE PIT	7
SPA/Hot Tub	7
Check out	9
4 Emergencies	9
Medical Emergency	9
Fire safety	9
Weather Emergencies	9
5 Outside Services	10
Taxi/Shuttle	10
Laundry and Dry Cleaning services	10
Pharmacies	10
Groceries/Liquor	10
Gas	10
Restaurants	10
6 Keep in Touch	11
Celebrate a Special Occasion	11
Gift Certificates	11
Memories	11

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850
2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

1 - About Nebraska City, the neighborhood, and your hostess.

Nebraska City, Nebraska

Nebraska City has many exciting and historical attractions. In your room, you'll find a small "table top" flip information center that will provide you with a brief history and highlight some of the restaurants and attractions. Also, please help yourself to and browse the many visitor's guides and brochures in the foyer. You'll also find any current special event information posted on the wine corkboard. There is plenty to do and something for everyone from shopping and recreation to dining and history; all right here in the area. We are just a short distance from Brownville, Lincoln, and Omaha if you're looking for a day trip. If you'd like specific recommendations, Jeanna is happy to play concierge.

The Neighborhood

Whispering Pines is located in a safe and secluded neighborhood on the Northwest edge of Nebraska City. Although you are in a residential neighborhood, you're just two blocks from Arbor Lodge State Historical Park, and just 16 blocks from Downtown and the business district; 6 blocks South to Central Avenue and 10 blocks east to 11th Street.

Whispering Pines Bed and Breakfast

I am sure there is more to learn about the history of the house, but we do know it was built in 1878 and was an old farmstead. You'll see the outhouse, chicken coop and root cellar area, but these are not currently available for guest use. Feel free to wander the grounds. Jeanna can tell you a little more about the house, just ask.

Whispering Pines opened as a Bed and Breakfast in 1989.

Your Hostess

Your innkeeper, Jeanna (pronounced "Jean – na") Stavas, is your hostess. In August 2005, she took a step of faith and left Austin, Texas and her corporate technology role. She returned to the Midwest and purchased Whispering Pines B&B. She grew up in Glenwood, Iowa, just across the river and a bit north. She was looking for a way to return "home" to her Midwestern roots. Having been away for almost 20 years, spent in Arizona and Texas, she went on a search to find a way to use her passion for cooking and entertaining as well as her gift of hospitality. Jeanna has traveled extensively worldwide and gained an understanding of quality accommodations. Prior to her time in the business world, Jeanna spent nine years in the hospitality industry.

She believes in customer service and her experience and knowledge will ensure that your stay at Whispering Pines is pleasant and memorable. She strives to improve on service levels and amenities and takes guest comments seriously. If you have a concern, suggestion, comment, or idea, please feel free to share it with Jeanna; she'd love to hear your thoughts.

Jeanna is highly active with tourism in the community, County and with State tourism at the the . She is a member of the Nebraska City Tourism and Commerce, a board member of the Otoe County Visitors Community and recently appointed to the Nebraska Tourism Commission. She is a board member of the Nebraska Association of Bed and Breakfast (NABB) and has been a member of Professional Association of Innkeepers International (PAII).

She does live on the premises; her private innkeeper's quarters and office are just to the North of the garage and West of the main house. Jeanna is usually around and generally available via phone. If going out for a long evening, she will inform you.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

2 - Standards of operation

Guest common areas

Please make yourself at home inside in the Parlor, Dining Room, and Den. Feel free to take the magazines and books to your rooms to enjoy. Please leave them in your room and we will be sure to sanitize them prior to returning them to the Den. There is a 'leave one/take one' library in the curio cabinet below the TV in the Den.

The Den offers cable TV, a DVD player and movies, cards, and board games. You may take the DVD player, games, etc. to your room as well. Please leave them in your room and we will be sure to sanitize them prior to returning them to the Den.

Outside, there are over 6 acres for you to explore - you are invited to relax on the deck, wraparound porch or wander amidst the water and flower gardens; Whispering Pines property goes to the surrounding major tree lines.

In case you need one, in the foyer in the hall tree, there are umbrellas available for your use during your stay.

Kitchen, Just inside the kitchen in the drawer below the microwave, there are a few paper plates and plastic silverware as well. Should you like a cup of hot tea, the hot water kettle is on top of the north buffet. Press the lever on the bottom and when it's hot, it will pop up. Cups are available in the buffet under the wine glasses.

Did you forget something? We hope you'll enjoy using our shampoos, soaps, but if you've forgotten a toothbrush, razor, shower cap, sewing kit or other toiletry item, please take a look in the Den bathroom in the bottom drawer of the vanity as we do have a few samples of products; help yourself to what you are missing.

Smoking, is allowed outside only. In consideration of guests, please properly dispose of your waste in the ashtray provided. It is the top of a milk tin can. The ashtray moves around, but it can generally be found on bottom shelf of the wicker table.

Parking

The main parking area is to the left of the garage; there should be room for 3 cars. If you are staying in the Arbor, Rose, or Traveler's rooms, there is a space here for you. If you have more than one car per room, we ask that you park one in the grassy area.

For guests staying in the Victoria's Suite, please park between and under the two large pine trees. Please do not drive all the way forward as we like to leave the view of the gardens for the porch sitters.

For guests staying in the Roost in the Barn, please park in the Barn driveway. If you do drive to the house, please park either to the left of the garage in the parking spaces or to the left side of the main driveway next to the pine trees.

Please DO NOT Park in front of the garage OR block the circle drive. Should you come home and the spaces are all full, you may pull into the grassy area over on the West side of the driveway just inside the entrance, to your left.

Breakfast

Breakfast is served in the dining room or outside on the porch, weather and space permitting. It is generally served between 7:00 AM and 9:00 AM, every half hour. We may require staggering guest group dining times should we have too many for safe distancing seating and there is inclement weather not allowing the use of the porch. You can also request a 'Grab and Go' breakfast to pick up at a specified time between 7:00 AM and 9:00 AM. If the time, number of people you have previously scheduled for breakfast or dine in vs. grab and go should change, please inform the innkeeper by 9 PM the evening prior via phone or text.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

Linens and Laundry

A set of towels has been provided for each guest. If you would like to assist in my environmental efforts and would like to reuse your towels, please hang them on hooks or towel racks. Otherwise, please place them in your basket, hamper or on the tub/shower floor, and request replacements at breakfast. Sheets are typically changed after the 3rd night's stay or upon request.

A Whispering Pines Bed and Breakfast Spa robe is made available for each guest to enjoy while a guest here.

Housekeeping

If you are staying multiple days, please let us know what you need. At this time, we are limiting entering guests' rooms and cleaning unless requested. Fresh towels are available upon request.

We are Certified Nebraska Green and are glad we can demonstrate a dedication to protecting the environment.



- We recycle. There are containers available for guests to use and we participate in our local recycling program. There is a list onsite to let you know what we can and cannot recycle.
- Many of our cleaning supplies are homemade. This not only saves our environment, but it saves on the wear of the equipment as well. And, we're happy to share our recipes.
- Weather permitting, we hang our sheets and robes on the line to dry. This saves energy and provides fresh smelling linens to crawl into at night.
- Our shampoos and shower gels are purchased in bulk and we refill them.

Alcohol

You are welcome to bring it in. Please do be careful with red wine as it can stain. We do have wine glasses and cork screws/openers on the East buffet in the dining room.

Other Dining Services


Whispering Pines does have a restaurant license and the ability to serve meals other than just breakfast. Most of the time, advanced reservations are required for lunch or dinner service. Inquire to Jeanna for availability and the menu. We are then also able to provide meal service for special events – more on this towards the end – such as showers, retreats, family reunions, etc.

Telephone and Messages

A landline guest phone is available upon request. If you are expecting a message, I will relay it by placing a note on the hanger outside your door for house rooms

Television and Cable

House rooms are provided with a cable box. Use the TV remote to power on the TV and be sure the cable box is

powered on.  If your TV gives you a "No signal" message, using the [Input] key, ensure the input is set

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

to HDMI 1. Use the cable remote to change channels and volume.

The Roost in the Barn receives Over-the-air channels/antennae channels. If your TV gives you a “No signal” message, using the [Input] key, ensure the input is set to Antennae. You may need to hit menu and rescan for channels.

Wireless Internet Access/Business Center

Wireless Internet access is available throughout the property, the main house, the barn and the areas in between. Network: **"WPBNB"**; password: **"bedandbreakfast"**. The barn network: **"WPBNB_Roost"**; password: **"wpbnbbarn"**. The wireless Internet should work seamlessly, but if you are having trouble, please ask. Although, as I am now out of the technology profession, I may not be much assistance if you are unable to connect, but will do my best with what I know.

The Laptop computer in the kitchen is a business computer and NOT available for guest usage.

If you have a specific business need - print a boarding pass, have a copy made, or some other technology request - please ask and I'll assist however I can.

Alarm clock and wake up requests

The alarm clock in your room has a USB port and Bluetooth capabilities so you can connect your mobile device and enjoy listening to your music. There are instruction booklets in your room to assist you.

If the high tech alarm clock is too much effort, I'd be happy to provide a wake up knock at the door (or a stomp on the floor as some have requested. ;-)). Just ask.

The local radio station is B 103.1 FM and 1600 AM. Here you will receive the latest local weather and news. Some Omaha and Lincoln stations are also available.

Temperature control

Heating/AC - it is somewhat of a balancing act to heat and cool multiple rooms in these older homes. If you find you are uncomfortable, please notify the innkeeper and I will adjust. You may open a window to allow fresh air, except be careful in doing so during stormy weather.

If you are in one of the upstairs rooms, you have your own climate-controlled room. Simple instructions are on the thermostat; please ask if you have questions.

If you are staying in the Arbor Suite or Victoria, you have an electric fireplace for additional heat or just ambiance (see last page of this book for instructions). There are also fans to assist in air circulation.

If you are staying in the Roost in the Barn, your “PTAC” unit provides both heat and AC.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

FIRE PIT

There is a fire pit on the north side of the property. There should be plenty of kindling and firewood. There are a few oak stools for seats (PLEASE do NOT burn), chairs available and additional camping chairs stored near the back cabinets. Also, egg cartons - great fire starters and some newspapers.

All lighter and s'mores sticks are in top right-hand drawer of outdoor cabinets. Citronella candles and bug spray are located in upper cabinets.

Please be sure fire is contained, spread out and on it's way out prior to leaving the pit unattended.

SPA/Hot Tub

We invite you to slip into your complimentary robe and take advantage of the spa. The hot tub is available 24 hours a day to all overnight guests. It is just north of the deck. There is a guest room just a few feet from the Spa, so if using it after 9 PM or early in the morning please be considerate in case their window is open.

When using the hot tub please:

- 1 - Please **take a quick shower before** using the SPA as deodorants, body lotions, hairsprays, etc. may damage the equipment and cause it to shut off.
- 2 - Swimming suits are required. No cut-offs or t-shirts please. Regular clothing holds in too much detergent and fabric softener which also may damage the equipment and cause it to shut off
- 3 - Children under the age of 16 must be supervised by an adult
- 4 - Please **do not use glass** while in the Spa; there are plastic glasses on the shelf below the spa towels

No need to bring your bath towels out. For your convenience, there are spa towels on the top shelf of the cabinet on the back porch near the kitchen door.

The following page shows step by step how to use the hot tub. Photo instructions are also available on the doorway out to the hot tub.

Our spa cover lift system makes it very easy to store the cover during use. First, go down the stairs and check to see if the clips are secured. We have to do this during windy weather to keep the cover on or all that warm water evaporates out. Go back up the stairs or lift the cover side closest to the deck to fold the spa cover over the bar. Walk down the stairs and pull the lift bar towards you and the back of the spa. The entire cover should pull up and off the tub and will set on the bar during your use. The temperature is locked to the appropriate degree for the weather.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850
2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com



How to Use the Hot Tub



Hot tub is located on the north end of the porch.



Unclip cover, lift handle on south end of the hot tub



Pull hot tub cover in half so the bar is in the center and half of the hot tub is exposed

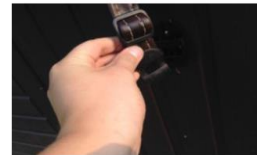


From the side grab the bar and pull up



Make sure the cover is upright and enjoy the hot tub.
When ready to close, lift lid with both hands back onto tub.

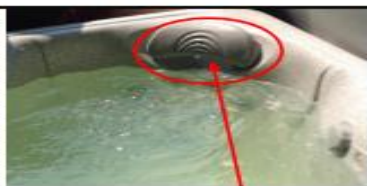
****Special Note**:** If windy, please clip the cover down while the hot tub is in use.



These are the controls for the hot tub to lights, temperature and jets. Press jet to get it started and it will have the temperature. Continue to press the jet button to cycle through all the jets



To create a waterfall effect, turn the knob by the hot tub controls



Head pillows can be removed and adjusted as needed



Spa towels and plastic cups are available in these cabinets



Camping chairs available for use

Place dirty spa towels here

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850
2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

Check out

Check out is 11 AM. I'd love to have you stop by and say good-bye. But, if you must rush out, please leave your key in your room door.

We hope you enjoyed your stay and will return. If you'd like to review your stay for others to see, you can go to any of these websites, locate the listing for Whispering Pines Bed and Breakfast and leave your comments online.

- Yelp
- Google my business (Google Plus)
- BedandBreakfast.com
- Trip Advisor
- Facebook
- Expedia

Thank you! Your feedback is appreciated!

4 Emergencies

EMERGENCY PHONE NUMBERS: 911 (fire, police, rescue unit ambulance)

Your address here is: 2018 6th Avenue, Nebraska City, Ne. 68410

Medical Emergency

Hospital:
CHI Health St. Mary's Hospital
402-873-3321
1301 Grundman Blvd

Fire safety

The house is equipped with a fire alarm system. The barn is equipped with a smoke detector and a fire extinguisher. In case of fire in the house, find your nearest exit and if on your way out, please pull the alarm system - exit immediately.

The Arbor and Victoria's suites both have egress windows in case there is a need to escape.

There is a phone in the Den and in the Roost in the Barn.

Weather Emergencies

In case of a power outage - each room has an emergency light that will come on.

The local radio station is B 103.1 FM and 1600 AM.

The weather channel on Cable TV is 25.

You are in **Otoe County** and your zip code is 68410.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

Tornado Watch – Keep an eye out for tornados, none have yet been spotted in the area.

Tornado Warning – Local sirens will sound if there is a tornado warning; this means you should seek shelter. If this should occur when there is a full house, **the Victoria's Suite will be our meeting place.** Follow the wraparound porch to the back deck near the hot tub and go down the stairs to the left; to the room directly below the kitchen. This is the North Basement room and is safe in these situations.

5 Outside Services

Taxi/Shuttle

Tree City Cab 402-209-1354 or 402-209-1356

Safe Ride Shuttle: Friday and Saturday nights 402-873-7113, anytime from 8 pm, until 2 am.

Laundry and Dry Cleaning services

Cider House Laundry – 615 First Corso; 402-873-0369 –7 AM– 10 PM Daily

Coin laundry and full service @ \$.50/pound – Wash/dried/pickup/delivery & folder.

Ironing or starched is extra

Pharmacies

There are 3 pharmacies available in Nebraska City:

- U-Save Pharmacy – 1821 S 11th St (402) 873-3397
- Walgreens - 502 South 11th St (402) 873-1012
- Wal-Mart - 2101 S. 11th St (402) 874-9080

Groceries/Liquor

Fareway - 1738 S. 11th Street

Toddy Shop – 400 S. 11th Street

Wal-Mart – 2101 S. 11th Street

Gas

Gas stations are available on Central Avenue between 14th Street and 11th Street and on 11th Street South of Central Avenue all the way to Hwy 2.

Restaurants

There are a selection of restaurants in Nebraska City and the surrounding area. I have provided many menus in the parlor; they are in a basket under the table with the lamp. If you'd like Jeanna's recommendations or favorites or would like her to make a reservation for you, please ask. She has also provided an all restaurant cards on the table above the menus listing the name, address, phone number and cuisine.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!





Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com

6 Keep in Touch

If you are interested in hearing about special events or last minute deals, please be sure Jeanna has your email address and the okay to include you on her newsletters and other communications; we only send a few emails per year. Or keep up with us using the social media links below:

Follow Us on Facebook  Check-In & share your photos	Follow us on Pinterest  	Follow us on Twitter  	Follow us on Instagram 
--	---	--	---

Enjoyed your stay? Tell us what you liked!

Google	Facebook	Trip Advisor
--------	----------	--------------

[Celebrate a Special Occasion](#)

Save the Date! Book now for your next getaway!

Whispering Pines is a great venue for your special event! We provide facility rental for many occasions.

Weddings, Vow Renewals and Family Reunions · Church or Business Retreats and Meetings
Bridal or Baby Showers, Luncheons and Tea

Gift Certificates

What a great way to share you experience of Whispering Pines with someone else. Pick up a gift certificate for any amount \$25 and over, in increments of \$25. They never expire.

Memories

Take memories of your stay at Whispering Pines Bed and Breakfast with you...The following items are available for you to purchase for yourself as a memory, or as a gift for someone else. View them in the den. Applicable sales tax will be added. Price list is available in the den gift shop.

Spa robes

Your waffle kimono spa robe with the signature Whispering Pines B & B logo. One size fits most.

Mugs

You can sip your coffee or tea from your own hand thrown Whispering Pines B & B mug; multiple colors available.

Tote Bags

Quality Canvas tote bags that are perfect to transport your groceries, books, or just about anything.

Aprons

Your very own apron with the signature Whispering Pines Bed and Breakfast logo.

Ornaments

Take your memories of Whispering Pines with you for the holidays. They make great stocking stuffers.

From time to time we may also have local partner items in our gift shop area. Items and pricing varies.

Please do not hesitate to call or text if you have any questions, needs or requests. We are here for you!

Call: (402) 873-5850 Text: (402) 209- 2850

2018 6th Avenue Nebraska City, NE 68410

www.bbwhisperingpines.com email: innkeeper@bbwhisperingpines.com