

Pleasant Hill Outdoor Center

Retreat Reservation Form

4654 Pleasant Hill Rd., Perrysville, Ohio 44864/ 419 938-3715 www.phoc.org

Group Name _____

Group Leader _____ Day Phone _____ Evening _____

Address _____ City _____ St. _____ Zip _____

E-Mail Address _____ (We may send your confirmation via e-mail)

Date of Arrival _____ Arrival Time _____ Date of Departure _____ Departure Time _____

SELECT A PACKAGE All rates are per person and include group use of grounds, housing and selected meals. Rates are based on groups of 25 or more. **There is a one time \$100 surcharge for groups less than 25 when using food service.** We have a delicious food service; however **groups** wishing to prepare their own meals may elect to rent our camp kitchen for \$125.00 per day in addition to their per person rate. Some restrictions apply so please discuss this option with our office prior to making your reservations.

- | | |
|---|--|
| <input type="checkbox"/> 1 Night/ 3 Meals- \$38 | <input type="checkbox"/> 2 Nights/ 5 Meals- \$65 |
| <input type="checkbox"/> 1 Night/ 2 Meals- \$32 | <input type="checkbox"/> 2 Nights/ 4 Meals- \$59 |
| <input type="checkbox"/> 1 Night/ 1 Meals- \$26 | <input type="checkbox"/> 2 Nights/ 3 Meals- \$53 |
| <input type="checkbox"/> 1 Night/ 0 Meals- \$20 | <input type="checkbox"/> 2 Nights/ 0 Meals- \$35 |
|
 | |
| <input type="checkbox"/> 3 Night/ 8 Meals- \$98 | <input type="checkbox"/> 4 Nights/ 10 Meals- \$125 |
| <input type="checkbox"/> 3 Night/ 7 Meals- \$92 | <input type="checkbox"/> 4 Nights/ 9 Meals- \$119 |
| <input type="checkbox"/> 3 Night/ 6 Meals- \$86 | <input type="checkbox"/> 4 Nights/ 8 Meals- \$113 |
| <input type="checkbox"/> 3 Night/ 5 Meals- \$80 | <input type="checkbox"/> 4 Nights/ 7 Meals- \$107 |
| <input type="checkbox"/> 3 Night/ 0 Meals- \$50 | <input type="checkbox"/> 4 Nights/ 0 Meals- \$65 |

GROUP SIZE (ATTENTION: We will reserve the amount of space you indicate here and may allow other groups to purchase space that you did not reserve. Your final number must be called in to our office 7 days prior to your arrival, which we use to schedule staff, order food and prepare facilities. In the event of a low turn out, we will bill for 90% of your call in total or the total written below which ever is greater.) Male _____ Female _____ Total _____

MEETING SPACE- (One meeting space commensurate with group size is provided free of charge **when including meals.** Requests for additional space should be discussed with our office during the reservation process. Extra space can be provided for a nominal fee and is contingent upon availability. Groups not including meals with their retreat pay for all desired meeting spaces a la cart.)

AMENITIES REQUESTED (May require additional fees)

- | | | |
|--|-----------------------------------|---|
| <input type="checkbox"/> Mountain Bikes | <input type="checkbox"/> Campfire | <input type="checkbox"/> Over Projector |
| <input type="checkbox"/> Activity Center/Gym | <input type="checkbox"/> Canoes | <input type="checkbox"/> TV/VCR/DVD |

FOOD SERVICE- (Please select the day and meals your group would like to enjoy. Default meal times are 8:30, 12:30 and 5:30. Please discuss requests for special meal times this with our office during the reservations process.)

Day 1 (Date of Arrival) Day 2 Day 3 Day 4
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DEPOSITS, CANCELLATIONS and SCHEDULING- Please read carefully and sign.

A deposit of 15% is required to secure your dates. Deposits are non refundable and non transferable. 50% of the retreat total is due for any cancellation within 30 days of your scheduled arrival. No reservation is considered confirmed until a deposit has been received. The balance is due during your stay. Your final attendance numbers, alterations in your scheduled arrival time and or meal times must be "called in" to our office not less than one week (7 calendar days) in advance of your retreat. We will schedule our staff and make final preparations based on this information. Any changes in meal times and or your arrival time after your "call in" or inside 7 calendar days from your arrival will incur a \$25 surcharge for each occurrence when staffing changes are needed to accommodate. This includes arriving for your retreat significantly later than scheduled above and significant tardiness for scheduled meal times when our staff must be held over to accommodate. Please have accurate information 7 days in advance for your "call in" to avoid this surcharge(s). Please remember as per the Group Size section above, we will bill for 90% of your call in attendance total or the total written above in the event of a low turn out.

"I have read the retreat material and will comply with the policies of Pleasant Hill Outdoor Center. I fully understand and obligate myself to the above Deposits, Cancellation and Scheduling Policy. I certify that I have the authority to commit my group to this obligation. **Leader's Signature** _____ **Date** _____

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Facility Information

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Lodging

CABINS~ (20 person capacity)

These four cabins are heated and sleep up to 20 persons per cabin. They have a full private bath with shower and toilet. Please note: these are not co-ed. Mixed groups will need a minimum of two cabins.

BROWN RETREAT CENTER ~ (30 person capacity) Minimum of \$250 first night and \$150 each successive night. Brown Retreat Center is ideal for small group retreats wishing to prepare their own meals. It is equipped with a kitchenette and small dining area. Brown has two distinct sleeping quarters each with its own shower and restroom. Brown Retreat Center may be used as a Co-ed facility with up to 10 of one gender and 20 of the other and a maximum of 30.

OUTPOST~ (30 person capacity in Wagons and Platform Tents)

This primitive camping area is great for groups of the young at heart. Included is a rustic shower house with flushable toilets and hot water. Our rustic shelter house offers refrigeration and a space for table and chairs. The price for Outpost camping is \$5.00 per person per night or a \$75.00 per night minimum. Groups are encouraged to bring their own tents to accommodate groups over 30. Open May to October.

Meeting Space (Day Use Rates, use of one meeting room is included for retreat groups with meal packages.)

GENESIS LODGE~ (120 person capacity)\$200 for first day, \$100 for each successive day

This facility is heated and has a beautiful fireplace offering space for up to 125 people. Genesis Lodge is also where we serve all of our retreat group meals.

EAGLES NEST ~ (40 person capacity) \$50 for the first day, \$25 for each successive day

Eagles Nest is a small meeting room that is centrally located in the middle of camp and is easily accessible. It is ideal for groups of 25 or less wishing to break away for classes, activities, crafts etc... This facility is heated.

ACTIVITY CENTER~ (150 person capacity)\$100 for first day, \$50 for each successive day

The activity center offers a small basketball court and plenty of room for indoor sport activities, meetings or games. The activity center will hold 150 persons in chairs and offers a stage for your use. It is well used as a small concert venue. The activity center is not winterized.

Food Service

Pleasant Hill Outdoor Center serves meals buffet style. We strive to serve delicious, well presented meals, hot and on time.

Breakfast: 8:30 Lunch: 12:30 Dinner: 5:30..... \$6 per meal, per person.

Pleasant Hill Outdoor Center also offers A la Carte meals for day groups @ \$6.00 per meal.

Grounds- Grounds use may be reserved for church or business picnics and or general recreation. Prices for these functions are developed by consultation. Please call our office at 419 938-3715.

Activities/Amenities Adult supervision required. (Groups are responsible for damaged equipment.)

- Campfires are available for \$10 each (free to groups booking an overnight package)
- Mountain Bike rentals -\$4 per person per half day. Up to 18 persons at a time.
- Canoe rentals- \$5 per person per half day up to 16 persons at a time.

Revised 09/05/07