

RETREAT RESERVATION FORM



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 THE PACKAGE THAT WORKS BEST FOR YOU

Rent the entire camp facility and bring your own food. (\$1,150 per day) Add \$200 per day for any dates that include October. Includes exclusive use of main camp buildings including the camp kitchen and recreational areas such as athletic fields, soccer fields, beach, basketball and volleyball courts. Does not include use of program equipment such as archery, canoes, climbing tower, mountain bikes, and ropes course which require additional reservations, fees and scheduling. Number of Days (measured in 24 hour increments) _____ = Total \$ _____

-OR-

Take a per person package below and we will do the meals for you. (These are per person rates and include group use of grounds, assigned housing and meeting space(s) 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 we prepare the meals.)

1 Night/ 3 Meals- \$44

2 Nights/ 5 Meals- \$75

1 Night/ 2 Meals- \$36

2 Nights/ 4 Meals- \$67

1 Night/ 1 Meals- \$28

2 Nights/ 3 Meals- \$59

3 Night/ 8 Meals- \$114

4 Nights/ 10 Meals- \$145

3 Night/ 7 Meals- \$106

4 Nights/ 9 Meals- \$137

3 Night/ 6 Meals- \$98

4 Nights/ 8 Meals- \$129

3 Night/ 5 Meals- \$90

4 Nights/ 7 Meals- \$121

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 75% 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. The barn/ activity center is available for an extra fee upon availability. The barn is a half sized gym with a cement floor, stage area and basketball goals. Check here if you would like to rent the barn/ activity center in addition to your primary meeting space. \$100 per weekend.

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 or at least 2 weeks prior to arrival.)

Day 1 (Date of Arrival)

B L D

Day 2

B L D

Day 3

B L D

Day 4

B L D

-OR-

Just Brown Retreat Center-Sleeps 22 comfortably and is equipped with a small living area and a small kitchenette. Not recommended for groups over 22. (\$300 first day, \$150 per each successive day) Includes use of additional small meeting room when not previously booked.

Number of Days (measured in 24 hour increments) _____ = Total \$ _____

-OR-

Outpost- A unique and private camping area with rustic platform tents and Conestoga wagons with a rustic bathhouse. A recreational area is included. \$5 per person per day or \$200 minimum per weekend whichever is greater.

Number of People _____ x Number of days _____ @ \$5 per day = Total \$ _____

ACTIVITIES and ROPES ADVENTURES

Add some more fun to your retreat!

- Archery- \$4 per person, \$80 group minimum
- Canoeing- \$4 per person, \$80 group minimum
- Climbing Tower- \$7 per person, \$120 group minimum
- Mountain Bikes-\$4 per person, \$80 group minimum

- Team Building- \$300 per group up to 15, \$20 per each additional person
(includes a 3-4 hour facilitator led session)
- High Ropes Course- \$300 per group up to 15, \$20 per each additional person
(includes a 3-4 hour facilitator led session)
- Full Day of High Ropes Course and Team Building- \$500 per group up to 15, \$33 per each additional person
(includes a half day of each high ropes and team building 7-8 hours)

DEPOSITS and CANCELLATIONS (Please read this very 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.
- For per person packages, 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.
- I understand as per the Group Size section above, I will be billed for a minimum of 75% of my call in attendance total or the total written above which ever is greater 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 _____ Title _____ Date _____

