

GUEST/GROUP INFORMATION

Name: _____

Group Name: _____

Address: _____

Email: _____

Phone Home : _____

Phone Cell: _____



AGREEMENT DATE

Arrival Date and Time: _____

Departure Date and Time: _____

Number of Nights: _____

Number attending: _____

LODGING ARRANGEMENTS

Circle the room(s) requested.

This number can be adjusted up to 10 business days prior to arrival.

(Depending on availability.)

Suite 1

Suite 2

Suite 3

Suite 4

MEETING SPACE

Main floor meeting area

(Circle one)

with use of kitchen

w/o use of kitchen

MEALS

You will have full use of the kitchen (if in agreement) or other arrangements can be made with prior approval.

GUEST(S)/GROUP

Number of Adults _____

Number of Children under 18 _____

RATES

Retreat Center rate:

Meeting room w/no use of kitchen 1-4 hrs. \$35
Meeting room w/use of kitchen 4-6 hrs. \$50

Room Rates		Suite 3	\$200.00
Suite 1	\$125.00	Suite 2&3	\$250.00
Suite 2	\$125.00	Suite 4	\$325.00

The deposit (1/2 payment) is due with the application and will be applied to the final bill. The balance is due upon arrival.

GENERAL RULES

- The use of alcohol and unprescribed drugs is strictly prohibited.
- Smoking and vaping are prohibited on Titus 2 Retreat Center grounds except in designated areas.
- With respect to other guests and surrounding community, a noise-curfew of 10:00 PM will be strictly enforced.
- Groups must provide at least one adult supervisor for every three school age participants and provide adult supervision of all youth activities (including free time).
- All vehicles must park in designated areas only. Unauthorized or reckless use of motorized vehicles is strictly prohibited.
- Any firearms, bows/arrows and fireworks are strictly prohibited on Titus 2 Retreat Center property.
- All unclaimed "Lost & Found" items will be disposed of or sold, accordingly after 30 days.

FACILITY CARE

- Titus 2 Retreat Center provides all bedding and towels.
- The guest(s)/group understands that Titus 2 Retreat Center has final authority on all matters effecting its facilities and its guests. The guest(s)/group agrees to pay for damages to Titus 2 Retreat Center property beyond the normal wear and tear caused by guests and normal usage.
- Titus 2 Retreat Center must be notified and approve of any intent to bring any motorized equipment for use by guest(s)/group. All such equipment must be properly licensed and used in its designed manner. Titus 2 Retreat Center reserves the right to determine the ways in which the equipment may be used and where it may or may not go on our property.

FOOD SERVICE

- Unless your group has contracted for exclusive use of the facilities, you may be sharing the Kitchen and Dining Room areas with other guests. Groups will not have reserved seating.
- Guests are expected to leave the area in a clean and orderly condition.

INSURANCE & LIABILITY

- Titus 2 Retreat Center does not provide accidental/medical insurance, or medical supplies to our guests. Groups must designate one of its members to be the First Aid attendant. All accidents, illnesses and First Aid treatment must be reported to Titus 2 Retreat Center staff before guest(s)/group's departure.
- Guest(s)/groups agree to indemnify and save Titus 2 Retreat Center, it's board members, and employee's harmless from all damages, judgments, expenses, attorney's fees, and compensation arising out of personal injury, death, or property damage sustained in whole or in part by any or all persons whatsoever as a result of or arising out of, any act of omission of guest(s)/group, its agents or employees, or caused by or resulting from any activity incident being conducted by any guest(s)/group, or use of Titus 2 Retreat Center facilities, or cancellation/closure due to natural disaster and/or emergency.

CANCELLATION

- We understand the cancellation of this agreement is possible if Titus 2 Retreat Center is notified 30 days before the stated arrival date.
- All but deposit will be refunded if notification takes place **less than** 30 days prior to arrival.

SIGNATURE & COMMENTS

By writing your name, date, and checking the box below you agree to the above policies and agreements.

Guest/Group Name: _____

Printed Name: _____

Signature: _____

Date: _____

I AGREE TO THE ABOVE POLICIES AND AGREEMENTS