

GUSTAVUS

GUSTAVUS ADOLPHUS COLLEGE

Confirmation and Student Retreat Program 2009-2010 Reservation Form

Congregation and contact information:

Pastor or Confirmation Coordinator: _____

Congregation: _____

Address: _____

City, State Zip Code: _____

Phone Number: _____ E-mail address: _____

Retreat planning information:

Type of Retreat (circle one): Confirmation Retreat Older Student Retreat Other: _____

(circle preference): Day Retreat Overnight Retreat (number of nights): _____

Number of Students in your group: _____ Age range of students _____

Grade(s) in school: _____

Number of Chaperones: _____ **Note — 6:1 minimum student to chaperone ratio.**

Cost of retreat:

\$50 non-refundable reservation deposit. Charges: \$30 group rate; \$50 for large groups over 20 people; \$75 for groups over 60. (*Charges based on numbers given in planning.*) Meals are not included; deposit will be applied to your total bill following the retreat. Normally, these are the only charges.

Notes: If you refuse a student campus tour or if each person attending does not complete attendance cards, the full amount of this deposit, or an additional \$20, will be added to the charges.

For churches that are *not* members of the Gustavus Adolphus College Association of Congregations, the flat rate for an on-campus retreat is \$50, or the same amount as the deposit. (Large groups: \$75)

In addition, you are liable for any damages to facilities during your group's stay and for lost keys.

Charge for lost keys: \$15 for outside door keys plus \$50 for each suite and/or bedroom door key.

(Total liability for any lost keyset is \$215.)

Check out: Hostel – noon. Groups are asked to return rooms to arrival condition and lock outer suite doors when they leave. Keys should be returned to the Office of Church Relations through Campus mail in the white envelope provided.

Please circle the meals you intend to take in the campus cafeteria: (Costs are approximate – meals are priced a la carte. For planning purposes, breakfasts average \$5, lunch averages \$7, and dinners average \$8)

Breakfast Lunch Dinner

Retreat date choices: *1st choice* _____ *2nd choice* _____

We accept responsibility for damage to property/facilities during caused by us during our retreat. We also promise that students will be chaperoned at all times during their visit to Gustavus.

Signature: _____ Date _____

Please return this form to:

Office of Church Relations Expected arrival day/time: _____

Gustavus Adolphus College

800 West College Avenue Expected departure day/time: _____

Saint Peter, MN 56082

We will contact you with confirmation of your retreat date. Thank you!

Office of Church Relations — Confirmation Retreats

Telephone: (507) 933-7001 • Fax: (507) 933-6337 • E-mail: confirmation-retreats@gustavus.edu