



GUSTAVUS ADOLPHUS COLLEGE

## Confirmation and Youth Retreat Program 2018-19 Reservation Form

### ***Congregation and contact information:***

Pastor or Confirmation Coordinator/ Contact person: \_\_\_\_\_

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 40, \$100 for groups over 60. (*Charges based on numbers given in planning and special requests for space, apply to both day and overnight retreats.*) Meals are not included; your deposit will be applied to your total bill following the retreat. Normally, these are the only charges.

***Please note:*** 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 \$75 for groups of 40 or more. Booking priority is given to GACAC congregation members. There is no financial cost to join the Association.

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

***Charge per lost keyset: \$750.*** This is the amount our office will be charged for re-keying one hostel suite.

*Check out: Hostel – noon or as arranged. Groups are asked to return rooms to arrival condition, close all windows, and lock outer suite doors when they leave. Keys should be \*returned to Church Relations through campus mail in the envelope provided. (\*This procedure is important.)*

***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 \$7, lunch averages \$8, and dinners average \$9)

**Breakfast                      Lunch                      Dinner**

***Retreat date choices:***    *1<sup>st</sup> choice* \_\_\_\_\_    *2<sup>nd</sup> choice* \_\_\_\_\_

**I accept responsibility for damage to property/facilities caused during our retreat. I also certify that a criminal background check has been completed on all chaperones and promise that all 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

**Office of Church Relations — Confirmation and Youth Retreats**

Telephone: (507) 933-7001 • E-mail: [confirmation-retreats@gustavus.edu](mailto:confirmation-retreats@gustavus.edu)