



Teen Missions Retreat & Conference Center

885 East Hall Road, Merritt Island, FL 32953 • Phone: (321) 453-0350 • Fax: (321) 452-7988

Email: info@teenmissions.org • www.ChristianRetreatCenter.com

Retreat Reservation Agreement

Fill out completely and return to Teen Missions. A copy will be mailed to you as your confirmation.

Group Name: _____

Contact Name: _____

Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Arrival time: _____ Arrival date: _____

Departure time: _____ Departure date: _____

Type of event: _____

Number in group: Min. _____ Max. _____

Age of group: # of Preteens: _____ # of Teens: _____ # of Adults: _____

MEALS Breakfast - 8:00 AM, Lunch - 12 PM, Dinner - 5:00 PM
Times can be adjusted if we are notified ahead of time.

Arrival day

Breakfast (# attending) _____ @ \$5.50 per person = _____

Lunch (# attending) _____ @ \$7.00 per person = _____

Dinner (# attending) _____ @ \$9.50 per person = _____

Pizza & Soda optional for lunch and/or dinner = Lunch Dinner

Departure Day

Breakfast (# attending) _____ @ \$5.50 per person = _____

Lunch (# attending) _____ @ \$7.00 per person = _____

Dinner (# attending) _____ @ \$9.50 per person = _____

Full days (# attending) _____ @ \$22.00 per person = _____

Meal Total \$ _____

HOUSING Groups are responsible to supply their own linens if they do not pay for the conference center to provide.

Single Males: _____ # Single Females: _____ # Married Couples: _____

Dorm Rooms: (Sleeps 10 per room, bunk beds, air conditioned with bathroom)
Minimum of 4 people per dorm.

(# of nights) _____ x (# of people) _____ @ 10.00 per person = _____

Private Rooms: (Double bed, bunk beds, air conditioned with bathroom)

Maximum of 5 people per private room.

(# of rooms) _____ x (# of nights) _____ @ 40.00 per night (1-2 persons) = _____

Additional school aged children (\$5 per night): # _____

Additional adults (\$10 per night): # _____

Additional occupants total = _____ Total Cost: _____

Cabins: (Sleeps 10 people, bunk beds, air conditioned, bathrooms in separate building)

Minimum of 4 people per cabin.

(# of nights) _____ x (# of people) _____ @ \$5.00 per person = _____

Linens: Includes sheets, towels, pillows, wash cloths and blanket

(# of people) _____ @ \$6.00 per person = _____

Total amount of people: _____

Housing Total \$ _____

\$150 audio visual deposit (refundable): _____

MEETING ROOMS

Conference room (# days) _____ @ \$75.00 per day = _____

Chapel (200 cap.) (# days) _____ @ \$100.00 per day = _____

Screened in room (# days) _____ @ \$50.00 per day = _____

Diningroom (# days) _____ @ \$100.00 per day = _____

Meeting Room Total \$ _____

RECREATION

Canoe rental (# Canoes) _____ @ \$10 per hour = _____

Campfire (Fri & Sat only) # _____ @ \$20 per night = _____

Recreation Total \$ _____

Also available - Swimming, basketball, volleyball, and ping-pong.

DEPOSIT POLICY

A non-refundable deposit of 25% of the estimated total cost is required to hold reservation.

Estimated Total Cost \$ _____

Deposit (25%) \$ _____

Agreement form must be received at least three weeks prior to requested dates. Cancellations must be received in writing two weeks prior to arrival dates. A 25% fee will be assessed for all cancellations and late registrations.

Payment in full is due upon arrival following registration, along with all notarized release forms. Make all checks payable to Teen Missions International, Inc.

It is agreed that as part of the consideration for Teen Missions International, Inc (TMI) to accept the undersigned group, TMI shall not be liable for any damages whatsoever in the event of injury, illness, or death of any member of said group for any cause whatsoever, including negligence. The undersigned releases TMI, it's directors, and employees, therewith of any such liability, and agrees to pay any damages, and to also pay any attorney fees and costs of TMI if any claim is made against TMI, it's directors, and employees. The undersigned agrees to abide by all TMI policies including those listed in "Pre- Arrival information" and to see its group members also abide by such policies. A guaranteed minimum number of attendees must be provided to TMI at least one month prior to arrival. Food supplies must be purchased by TMI in advance of the conference. Groups will be charged for the guaranteed number of attendees or the actual number of attendees, whichever is greater. The actual numbers must be provided to TMI at least one week prior to the group's arrival date.

Acceptance of terms stated is made by signing below and returning agreement with 25% deposit.

Contact Person Signature _____

Print Name _____

Date _____

Office Use Only

____ Deposit & Security Check enclosed

Check Number _____

____ Accepted by Teen Missions Conference Center

Coordinator

Print Name _____

Date _____

Director Approval _____