 Sandy-Saulteaux Spiritual Centre

Box 210

Beausejour, MB R0E 0C0

204-268-3913

Email: connect@sandysaulteaux.ca

Group Rental Request

Accommodation – Page 1……. Hall meeting space and meals, Page 2

|  |
| --- |
| GROUP NAME: |
| Primary Contact: | Dates Requested: |
| Contact Email Address: | Arrival DateArrival Time: |
| Contact Telephone: |  |
| Billing Address: | Departure DateDeparture Time: |
| Please note: Cabin CHECKOUT time is 10:00am. |

Overnight Accommodation, *check if required*, and indicate number required

Bedding, pillows and towels are provided/included

Single Accommodation $70 per night # rooms required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(we have **a total** of 20 rooms, housed within our 3 cabins) # nights required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

One of our rooms also has an attached kitchenette. Please check below if you require the kitchenette.

Kitchenette Required? +$30 per night only 1 available \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TOTAL NUMBER OF GUESTS FOR ACCOMMODATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**IF YOUR GROUP SIZE IS LARGER THAN 20**

If you are able to accommodate two people per room, have two people share a double bed, or require a family-style larger room accommodation for guests with small children, ***please contact us for more information*** and availability. We have the following options:

* Two of our rooms have two single beds,
* Four of our rooms have a double-sized bed
* Two of our rooms have a double-size bed and enough space for two camp-style cots for children.

 There is an additional charge of $30.00 per person per night for shared accommodation in these rooms.

**Please Tell us anything about the nature of your retreat that you think may be helpful for us to serve you best: (a schedule or timetable of events is always helpful)**

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Meals and Snacks, check all required

\*children under age 10 meals are half-price\*

TOTAL NUMBER OF GUESTS FOR MEALS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Breakfast $15.00 per person/per day Served: (time) 8:00-9:00am

Morning Snack $5.00 per person/per day Served: (time) 10:30am

Lunch $20.00 per person/per day Served: (time) 12:30-1:30pm

Afternoon Snack $5.00 per person/per day Served: (time) 3:00pm

Supper $25.00 per person/per day Served: (time) 5:00-6:00pm

\*if you require meal service time different than indicated, please inquire.

Dietary Concerns/Restrictions:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Hall Rental, Fire-Wood, Audio/Visual Equipment, check all required

Hall Rental (mandatory for site use) $230.00 per day Dates Required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Audio/Visual Equipment $50.00 Dates Required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (projector and screen)

Fire-Wood $50.00 (up to 3 nights) Dates Required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **OR** $20.00 per night Date Required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cross-Cultural Teaching, check if required

Cross-Cultural Teaching $1000.00 per full day, plus travel Date(s)Required \_\_\_\_\_\_\_\_\_\_\_\_

Cross-Cultural Teaching $500.00 per half day, plus travel Date(s)Required \_\_\_\_\_\_\_\_\_\_\_\_

Please contact me regarding the possibility of a sweat-lodge ceremony

***Requests for cross-cultural teaching/sweatlodge ceremony are subject to availability of our knowledge keepers.***

**Please see page 3 for Policies, terms and conditions.**

***POLICIES, TERMS AND CONDITIONS***

* A certificate of general liability insurance with a minimum limit of $2,000,000 per incident or a group liability release form shall be provided to SSSC prior to booking for overnight events/retreats/programming.
* Final guest count for an event must be received no later than 5-working days prior to arrival. This count becomes your guaranteed number and is not subject to reduction. Increases in guest numbers up to +10% can be accommodated.
* Minimum group size for billing purposes is 10.
* A non-refundable 25% deposit is required to confirm a booking and guarantee your dates. This amount and available methods of payment will be noted on the quote.
* All rates are subject to change with the rates decided for the year in which your event will occur.
* Sandy-Saulteaux Spiritual Centre is an alcohol and drug-free site (including all forms of cannabis).
* Smoking/vaping is only permitted in the designated outdoor smoking areas, marked by the butt disposal receptacles. No smoking or vaping is permitted within 25 feet of each building.

CANCELLATION POLICY

* In the event of a cancellation where another booking uses the cancelled space, your deposit can be carried over to another event minus a MINIMUM $50 administration fee – total fee to be determined by Sandy-Saulteaux Administrator.
* If we cannot re-sell the rooms, the entire non-refundable deposit will be retained by Sandy-Saulteaux Spiritual Centre to cover the lost revenue.

GENERAL POLICIES

* All overnight bookings have a standard check-in time of 2:00pm and check-out time of 10:00am. Should you like to request early check-in or late check-in, please confirm this availability at the time booking.
* All minors must be supervised by a designated adult while onsite. Minors should not be left unsupervised overnight in any building.
* Pets CANNOT be accommodated. Certified Service Animals are welcome.
* Personal belongings are to be removed from bedrooms/cabins by 10:00am on the day of departure unless other arrangements are made with Sandy-Saulteaux Centre staff.
* Guests are expected to leave the facility in good order. Please report any breakages promptly. Damages and cost of excessive cleaning caused by guests will be charged to your group.
* Please bring indoor shoes, moccasins or slippers and remove outdoor footwear in hall and cabins.

LIABILITY

* Receipt of the non-refundable deposit assumes the group acceptance of the policies and conditions of retreat rental at Sandy-Saulteaux Spiritual Centre, including the following:
	+ I agree to hold harmless and indemnify Sandy-Saulteaux Spiritual Centre, its staff, volunteers, directors any and all of its personnel from all liability, loss, damage or injury to person or property in any way.
	+ I understand that it is my responsibility to inform the group I represent of the conditions and policies of Sandy-Saulteaux Spiritual Centre.