



## Retreat/Event Contract

Event Date(s) \_\_\_\_\_ Time of Arrival and Departure \_\_\_\_\_

Number in group \_\_\_\_\_ (confirm 5 days prior)

Circle age group- Men Women Families Sr. High Youth Jr. High Youth Elementary

Leader Name \_\_\_\_\_

Group/Church Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Email \_\_\_\_\_

**Facility Fee**                      Groups of 15 or less, \$100                      **Facility Fee \$** \_\_\_\_\_

### Select a retreat:

One night / 4 meals package –  
includes one breakfast, one lunch and two dinners

Two nights / 6 meals Package –  
includes two breakfasts, two lunches and two dinners

#### Lodging options:

Ray Mills Youth Center Dormitories (bunks) \$47 \_\_\_\_\_

Poplar Lodge (bunks and full beds with linens & towels) \$62 \_\_\_\_\_

Pine Lodge (single, full or queen beds with linens & towels) \$87 \_\_\_\_\_

#### Lodging options:

Ray Mills Youth Center Dormitories (bunks) \$78 \_\_\_\_\_

Poplar Lodge (bunks and full beds with linens & towels) \$108 \_\_\_\_\_

Pine Lodge (single, full or queen beds with linens & towels) \$158 \_\_\_\_\_

includes one meeting room and all free activities available for the season -- prices per person, double+ occupancy in rooms

### Extra Food Service – prices per person

In Dining Hall \_\_\_\_\_ time/day

- \$4 Ice Cream Sundaes     \$5 Late-Night Desserts     \$8 Late-Night Pizza and Wings
- \$2 Pre-Breakfast Pastries     Prime-Rib Dinner add \$5     Beach Cook-out (lunch or dinner) add \$3

In Meeting Space \_\_\_\_\_ time/day     \$1 One-time, no refill of Coffee/Tea/Cocoa

### Make your own retreat – prices per person, must have at least one night and three meals

Standard Meal Rates: Breakfast \$6, Lunch \$8, Dinner \$10 (includes salad bar at lunch and dinner)

Standard Nightly Rates: Ray Mills Youth Center \$20, Poplar Lodge \$35/\$45 single, Pine Lodge \$60/\$70 single

#### Pine Lodge

sleeps 44 sharing beds, 27 one per bed, plus 7 cots  
11 rooms with private bath

#### Poplar Lodge Motel

(winter months, minimum of 20 guests)  
sleeps 34 sharing beds, 27 one per bed, plus 4 cots  
7 rooms with private bath

#### Ray Mills Youth Center

(winter months, minimum of 20 guests)  
sleeps 128, 4 girls and 4 boys bunk bed dormitories, hall baths

Room layouts available from office

191 Lakeview Road, Broadalbin, NY 12025

Telephone: (518)883-3713    Email: office@sacandagabibleconference.com

Website: www.sacandagabibleconference.com



Conference room - tables/chairs or chairs or no furniture

Extra room \$ \_\_\_\_\_

(1 room already included in lodging price)

- Arthur Johnston Lodge and lounge-capacity 300 in chairs, 150 at tables (\$200 as extra room)
- Pine Lodge Conf. room and lounge-capacity 100 in chairs, 60 at tables (\$100 as extra room)
- Tabernacle (seasonal)-capacity 320 in chairs (\$200 as extra room)

**Activities** – ping pong, pool table, foosball and board games available

- Volleyball
  - beach or field (seasonal)     gym
- Basketball in gym
- Tennis and Mini Golf (seasonal)
- Swimming (summer only)
- Snow sledding (seasonal)
- Camp fire \_\_\_\_\_time
  - beachfront or     behind Ray Mills Youth Center in field

Equipment \$ \_\_\_\_\_

Activity per person \$ \_\_\_\_\_

Activities \$ \_\_\_\_\_

**Equipment**

- Projector \$20 per event
- Microphones # \_\_\_\_\_
- Sound board with snake
- Speakers
- Key Board
- White Board/markers

- Indoor Rock-wall climbing \$45 hour \_\_\_\_\_time
- Paintball \$20 per person \_\_\_\_\_time
- High Ropes Course \$15 per person \_\_\_\_\_time (seasonal)
- Canoe and Kayak rental \$35 hour \_\_\_\_\_time (seasonal)
- Water tubing \$5 per person \_\_\_\_\_time (summer only)
- Tractor Wagon Ride \$25 per ride/ 25 people or less per ride \_\_\_\_\_time (seasonal)

**Stipulations** (please initial)

- \_\_\_\_\_ Read and abide by the Standard of Conduct and Statement of Faith (found on our website)
- \_\_\_\_\_ Schedule of the retreat/event must be submitted one week prior
- \_\_\_\_\_ Certificate of Insurance submitted prior to your arrival
- \_\_\_\_\_ Cancellation fee within 14 days is \$150
- \_\_\_\_\_ Depreciation of number – 10% less than the final stated group number, then you must cover meal prices for those not attending.

\_\_\_\_\_ **Non-refundable Deposit due with contract, deposit subtracted from balance due**

**\$200, 10 or fewer people**

**\$350, 11-50 people**

**\$750, 50+ people**

**Credit Card**

(if payment is not received at the time of your arrival, the balance will be charged to this credit card.)

Card Number \_\_\_\_\_ Expiration date \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

Billing Address \_\_\_\_\_

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