



**Our Lady of Perpetual Help Retreat Center**  
**3989 South Moon Drive, Venice, FL 34292**  
**(941) 486-0233**  
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## Single Day Group Retreat/Meeting Agreement

Please find attached the Single Day Group Retreat Quote for your retreat/meeting at OLPH. The signed Quote and deposit must be received by OLPH within fourteen (14) calendar days. Failure to submit the signed Quote and deposit will result in the forfeiture of the assigned retreat date(s).

### Deposit

A non-refundable, non-transferable deposit of 50% of estimated total cost is required with the submission of the signed Single Day Retreat Quote form. A minimum number of fifteen (15) attendees is required. When determining your estimated number of attendees, please note that attendees include all leaders, facilitators, chaperones, care givers, etc.

### Balance Due

The final count of attendees is due fourteen (14) days prior to the retreat/meeting date. Once the final count is received, OLPH will issue an invoice for the total balance due. Final payment must be received prior to the retreat date. Additional participants and/or services not included in your final count will be charged at 1.5 times the individual rate under a supplemental invoice. No adjustments will be made for no show or cancelled attendees.

If you are using your own schedule and/or retreat leader, the schedule must also be provided to OLPH within fourteen (14) calendar days of retreat date. If you are using the OLPH standard day retreat schedule and OLPH's priests, you do not need to submit a schedule.

### Rate Information

The per person rate is as follows. If you do not meet the minimum number of 15, you will still be charged the minimum group fee of \$600.

Per Person	Cost
Optional Continental Breakfast and/or Lunch	\$40.00
Hot Breakfast and Lunch	\$45.00

### Meals

OLPH provides all requested meals. As per Health Regulations, no perishable food is permitted to be brought in by the group from an outside source. Non-perishable snacks may be brought in; however, the group must dispose of all snacks upon departure.

Meals are served in the *Maxine and Ray Schirmer* building at the following times:

- Breakfast

Continental Breakfast: 30 minutes before retreat/meeting start time **OR**

Hot Breakfast: 8:30 am

- Lunch: 12:00 noon

The following dietary restrictions can be accommodated for a surcharge of \$5 per person per day:

-Gluten-free

-Dairy-free

-Vegetarian (not vegan)

### Cancellations

The deposit is non-refundable and non-transferable. Cancellations received less than 14 (fourteen) days prior to the retreat/meeting date, and no shows, are charged the full rate.

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**Thank you for choosing OLPH for your retreat experience!**