



Our Lady of Perpetual Help Retreat Center
3989 South Moon Drive, Venice, FL 34292
(941) 486-0233

Multi-Day Group Retreat Agreement Overview

All Requestors must complete the online form on our website located at: <https://olph-retreat.org/multi-day-inquiry>. Upon receiving your request for a Multi-Day Group Retreat quote, OLPH will send you a written quote. Please review the quote, sign the form, and mail the deposit to OLPH within fourteen (14) calendar days of receipt. Failure to submit the completed form and deposit will result in the forfeiture of the assigned retreat date(s). A signed quote form and received deposit will serve as a contract between the Requestor and OLPH.

When determining your estimated number of attendees, note that attendees include all leaders, facilitators, chaperones, care givers, etc. If you are a tax-exempt organization, please include your tax-exempt certificate with your submission.

Rate Quote

Weekend Retreat

A non-refundable, non-transferable deposit of \$500.00 for 1 overnight and \$1,000.00 for >1 overnight is required with the submission of the signed Hosted Multi-Day Retreat Quote for a weekend retreat. OLPH provides up to 20 rooms. To book a group retreat for a weekend, there is a minimum of twelve (12) room occupancy. If your retreat is on a weekend and you do not meet the minimum number, you will still be charged the minimum rate of twelve (12) room occupancy. Rates per person vary based on number of nights, meal selections, and special dietary needs. OLPH will provide a written quote once your inquiry is received.

Weekday Retreat

To experience a quieter environment, you may consider having your retreat or meeting during the week. Retreats conducted between Monday – Friday are available for groups as small as 8 and at a reduced rate. Rates per person vary based on number of nights, meal selections, and special dietary needs. OLPH will provide you a written quote once your inquiry is received. A non-refundable, non-transferable deposit of \$500.00 is required with the submission of the signed Hosted Multi-Day Retreat Quote for a weekday retreat.

Balance Due

The final Group Retreat Attendee Roster and retreat schedule must be received by OLPH within fourteen (14) calendar days of the retreat start date. A late fee of \$250.00 will be incurred if the roster and schedule is not received by the due date. Once the final Group Retreat Attendee Roster is received, OLPH will issue an invoice for the total amount due. Final payment must be received prior to retreat start. 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.

Accommodations

Each room is an ensuite with a private bath. Towels and bedding are provided. Keys not returned upon departure will result in an assessment of \$5.00 per room key/\$25.00 per master key. Check-in is between 2:00 – 4:00 pm on the day of arrival. Check-out is 10:00 am on the last day of your retreat, even if your retreat ends later in the day.

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, bottled drinks, etc. may be brought in; however, the group must dispose of all items upon departure. Please do not leave food in the villas or refrigerators when you depart. Meals are served as follows:

-Breakfast: 8:30 am

-Lunch: 12:00 noon

-Dinner: 5:00 pm

The following dietary restrictions can be accommodated for a surcharge of \$15 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 start date, and no shows, are charged the full rate.

Thank you for choosing OLPH for your retreat experience!