

MONTREAT



REGISTRATION FORM

October 14-16, 2016

REGISTRATION INSTRUCTIONS

- Register using the attached form as soon as possible – even if you will be paying the fees at another time. Early Registration insures we have the most appropriate rooms for everyone. Telephone reservations will not be accepted.
- Registration forms and ALL fees are due by Sunday, September 24, 2016. You may make payments until that date if you wish. Mail completed registration forms and payments to the church, Attention: Church Office. Please make checks payable to Morningside Presbyterian Church and include MPC Retreat in the memo line of your check.
- Meals included with rooms are: dinner Friday, breakfast, lunch and dinner Saturday, and breakfast Sunday.
- If you are not staying at the Lodge, but would like meal tickets, please circle YES on the registration form when asked where you will be staying.
- Specific room requests will be honored if possible and in the order received. Anyone requesting a specific room number or type of room is encouraged to fill out and submit this registration form as soon as you finish reading it.
- If you have any questions, please contact Sandra Ward 512.571.8284 or Sandraward57@gmail.com.

ROOM INFORMATION – READ CAREFULLY

- Standard Rooms: Most of the rooms we have reserved are ‘standard rooms’ with two twin beds and a private bath
- There are also a few rooms with either a queen, double, or double and twin beds.

ROOM AND MEAL RATES

- Children age 4 and under are free
- Guests age 5 – 14 pay a fraction of the adult room and meal rate
- Guests age 15 and older pay the adult room and meal rate

REGISTRATION FEES

- For guests staying at the William Black Lodge, the registration fee is \$25 for an individual and \$50 for a couple/family
- For guests staying offsite, the registration fee is \$50 for an individual and \$100 for a couple/family
- The registration fee is in addition to the room charge (for those guests staying at the lodge). The fee covers the cost of conference facilities, program supplies, guest speaker, and other miscellaneous expenses.



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ADULT NAME (AGE 15+)	SPECIAL REQUESTS
1.	
2.	
3.	

CHILD/ YOUTH NAME	AGE	GRADE
1.		
2.		
3.		

Telephone _____ Email _____

Where will you be staying?

At the Lodge. Do you have any specific room considerations? _____

At a private home. Would you like to purchase meal tickets to dine at the William Black Lodge? YES NO

Room & Meals	Roommate Name
Single Adult Occupancy \$255 per person	N/A
Double Adult Occupancy \$195 per person	

Youth	Room & Meals
Age 0 – 4	Free
Age 5 – 7	\$50 per child
Age 8 – 10	\$75 per child
Age 11 – 14	\$100 per child

Rooms & Meals: Adults enter the amount from the table above \$ _____ x _____ (Number of Adults) = \$ _____

\$50 x _____ (Number of Youth Age(s) 5-7) = \$ _____

\$75 x _____ (Number of Youth Age(s) 8-10) = \$ _____

\$100 x _____ (Number of Youth Age(s) 11-14) = \$ _____

Registration Fee: a. If you are staying at the lodge: \$25 for Single / \$50 for Couple/Family = \$ _____

b. If you are staying offsite at a private home: \$50 for Single / \$100 for Couple/Family = \$ _____

TOTAL COST: Add amounts from right column and enter TOTAL here -----> \$ _____

Balance due to MPC by Sunday, September 24, 2016. Please return form to: Morningside Presbyterian Church, Attn: Church Office, 1411 N Morningside Dr, Atlanta, GA 30306