

MONTREAT

REGISTRATION FORM

OCTOBER 25-27, 2013



REGISTRATION INSTRUCTIONS

- To register complete the form on the back and return with your registration fees as soon as possible. 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 22, 2013. 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 Mary Chapman at (404) 234-0560 or chapman.maryv@gmail.com.

ROOM INFORMATION – READ CAREFULLY

- Standard Rooms: Most of the rooms reserved are 'standard rooms' with two twin beds and a private bath.
- There are a few rooms with a queen, double, or double and twin beds. These rooms also have a private bath.
- Two rooms on the first floor with a total of 3 single beds share an accessible bath.
- Four rooms on the third floor share 2 hall baths. The reduced rates for these rooms are \$165 for single occupancy and \$155 per person for double occupancy. Please contact Mary Chapman if you wish to reserve one of these reduced rate rooms with a shared bath.

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 \$30 for an individual; \$60 for a couple; \$75 for a family of three or more.
- 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.
- If you are unable to pay your entire retreat amount, scholarships are available. Please submit a request to Mary Chapman at chapman.maryv@gmail.com. All requests will be reviewed and you will be notified to let you know if your request is accepted and how much assistance you will receive.

MONTREAT REGISTRATION FORM

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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? _____

Offsite. Would you like to purchase meals at The William Black Lodge? YES NO

Room & Meals	Roommate Name
SINGLE Adult Occupancy / private bath	\$240.00 per person
DOUBLE Adult Occupancy / private bath	\$180.00 per person
TRIPLE Adult Occupancy / accessible suite	\$155.00 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 AND 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: \$30 for Single / \$60 for Couple / \$75 Family = \$ _____

b. If you are staying offsite: \$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 22, 2013

Please return this form to:
Morningside Presbyterian Church, Attn: Church Office, 1411 N Morningside Dr, Atlanta, GA 30306