

# TERMS AND CONDITIONS

## NUMBER OF ATTENDEES EXPECTED

- The final number of attendees must be communicated to the Luther Point office two weeks prior to your arrival.
- The minimum number of attendees for meals is 15.
- Final billing for meals will be assessed by either the number confirmed or the number attending if the number attending is more than the number confirmed.
- Any changes made within two weeks prior to your arrival should be communicated as soon as possible.

## PAYMENT

- Groups using the Retreat Center are required to pay a \$500 non-refundable, non-transferable deposit within two weeks of booking.
- Final payment is due two weeks prior to your stay at Luther Point Bible Camp, if not already paid.
- Linens will be provided in the Retreat Center at no additional cost if guests make their own beds. If you wish to have Luther Point Staff make beds, there will be a charge of \$10/bed.
- Credit Card payments will incur a 3.5% processing fee per transaction.

## USE/DAMAGE/BREAKAGE

- You will be held responsible for paying costs of the repair or replacement of any Luther Point Bible Camp property damaged, lost, or broken by your group. If the damage incurred requires Luther Point Bible Camp to cancel or postpone upcoming events, retreats, or camps, the party who damaged the property will be responsible for any lost income.

## CLEANING

- A Check-out list will be provided in the Retreat Center. Damage, moved furniture, and supplies (such as canoes) not put away will result in a \$200 charge.

## INSURANCE

You are responsible for your own group or individual coverage.

***I have read and understand the retreat policies, terms and conditions set forth in this contract (including attached policies, rules, and procedures). By signing this contract, I am agreeing with and will abide by all retreat policies, rules, and procedures set forth in this contract.***

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

