

# Hidden Falls Rates and Booking

Our Basic Package includes 2 nights lodging, 2 breakfasts, 1 lunch, and 1 dinner. The following fee schedule applies:

<u>Lodging and rates per person</u>	<u>Basic Package</u>	<u>+ night</u>
Villages	\$74.00	\$22.00
Ober Lodge	\$85.00	\$27.00
Ober Suite	\$95.00	\$32.50
Rowland Cottage	\$95.00	\$32.50

<u>Meals per person</u>	<u>Standard Time</u>	<u>Basic</u>	<u>+ Meals</u>
Breakfast	8:00-8:45am	2	\$7.00
Lunch	12:30-1:15pm	1	\$7.50
Dinner	5:30-6:15pm	1	\$8.50
Banquets	By arrangement	None	Call
Snacks	Available anytime	None	Call

**Meal Times** may be adjusted to better accommodate your schedule. Additional charges may apply. Contact our office for details and a complete fee schedule.

One appropriately sized **Meeting Space** will be provided to your group at no charge. Additional rooms may be available for additional charges.

The **Swimming Pool** is available for your group to enjoy a refreshing break. A time for the pool must be scheduled in advance. A 2-hour block of time is provided in your retreat package at no additional charge.

**Challenge Course** rates range from \$10 to \$40 per person. Specific rates are established upon your consultation with our Camp Director.

The Hidden Falls **Prayer Walk**, as well as all of our **Hiking Trails**, are available for retreaters at no additional charge.

**Sheets** are available for an additional \$3 per person. [Sheets for those staying in the Ober Suite or the Rowland Cottage are provided at no charge.]

Fees listed on this page are meant to summarize the most common items on our **Complete Fee Schedule**, which is available on request and will be provided to you with your Final Contract.

## **Booking Process**

1. Call our office at 812-279-2495 to check availability for your dates.
2. Complete and return to us the Retreat Information Sheet. Your initial deposit (see below) should be submitted with your Retreat Information Sheet, and will keep your dates reserved until the next deposit deadline.
3. We will make up your final contract based on the information you provide on the Retreat Information Sheet and will mail you the contract for your review.
4. After reviewing your final contract, initial any changes, and return two signed copies, along with your certificate of insurance. (See below)
5. We will return a final copy of your contract signed by the Camp Director.
6. Your second deposit is due one month prior to your retreat date. (See below)
7. Your “Final Number” of participants must be provided to the camp no later than ten days before your retreat. This will be your guaranteed minimum and the basis for your billing and our food-service preparations.
8. At the close of your retreat, you will meet with our representative to make the final payment.

**Deposits & Final Payment** – You can estimate the total for your retreat by multiplying the number of participants (including leaders) by your per person costs. This estimated total will be used to calculate your deposit.

An initial deposit of 10% is due with your Retreat Information Sheet. Your initial deposit is applied to your final bill at the close of your retreat.

At the close of your retreat, final payment is due. This payment will include all remaining fees and charges associated with your retreat.

Additional cancellation within 60 days of your retreat date will result in forfeiture of any and all deposits.

**Insurance Requirement** – Hidden Falls requires retreat groups to provide certification of General Liability Insurance. [Don’t let this scare you away: most established ministries already carry this insurance – check with your insurance agent.]

Applying retreat groups shall furnish evidence of General Liability Insurance for use at our facility with a limit of at least \$1,000,000 combined single limit for bodily injury and property damage, listing The Salvation Army as an additional insured. This proof of insurance must accompany your final signed contract.

Applying retreat groups must agree to indemnify The Salvation Army, and Illinois Corporation, and each of its officers and employees, and to hold it and them harmless from and against all claims, actions, and suits, and all liabilities, losses, damages, costs, attorney’s fees, and other expenses arising from the use of its camp and facilities.