**In the name of the Father and the Son and Holy Spirit One God Amen**

**St. George Coptic Church, St. Albans - 2018 Annual Retreat**

**In the Spirit of Christ-likeness**

**A- RETREAT RESERVATION RULES**

**1. Expression of Interest (EOI):**

**1.1.** EOI to be delivered before 01/09/2017

**1.2.** EOI will include 2 room configuration preferences selected from the brochure.

**1.3.** Servants will reply on the EOI will be within 4 business days to confirm availability.

**1.4.** If not available, we will inform you and you will be added to the waiting list, also it’s possible to resubmit the EOI with new different preferences.

**1.5.** Rooms will be available till it last. Reserve your room early to get the better spot!

**1.6.** Reservation priority will be given for families who are frequently attending our Friday’s

Cana El Galilei family meetings.

**2. Payment Terms:**

**2.1.** 50% Deposit to be paid within 5 business days of the response on the nominated account, otherwise the EOI reservation will be cancelled.

2.1.1. 1st Instalment due date is 05/09/2017 (50%)

2.1.2. 2nd Instalment due date 01/10/2017 (50%)

**2.2.** Prices are enclosed within the EOI form along with room types and configurations.

**2.3.** Payment is through bank transfers to the following account: Name: RAMI GEORGES

BSB: 733695

Account: 636600

Description: “*Please write your name”*

**3. Adults Rules:**

**3.1.** Room Accommodations & Dining Room Retreatants are responsible for leaving the hotel facilities in the same condition (or better!) in which they were found. This includes the hall and its toilets.

**3.2.** All materials that can be recycled, including cans, glass and plastic bottles, must be cleaned and disposed of.

**3.3.** Tables after meals to be cleaned and put the used plates, dishes etc. to the designed area.

**3.4.** Quiet Hours During the retreat scheduled quiet hours. Please respect the experience of others on the property.

**3.5.** All visitors, please call ahead to check in with the servants before arrival.

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**B- RETREAT ATTENDANCE RULES**

**4. Kids Rules:**

**4.1.** Parents are required to bring their kids to the activity rooms 5 minutes before adult’s sessions and collect them after sessions.

**4.2.** Kids to be guided by parents to cooperate with the servants before their stay in the activity rooms.

**4.3.** Parents not to interrupt during kids stay in activity room, a servant will come to you when required.

**4.4.** A register of attendance and leaving time it will be in place for parents to sign.

**5. General Rules:**

**5.1.** You are expected to attend on time and participate in all designed activities as per time table.

**5.2.** Breakfast is eaten together in the assigned places and times.

**5.3.** During the Divine Liturgy - Men should stand on the left side of the hall and women on the right.

**5.4.** All women are required to cover their heads with a veil upon entering the hall.

**5.5.** All mobile phones must be turned off.

**5.6.** We kindly ask to please avoid any unnecessary movement, unless calming infants at the back room.

**5.7.** We ask all retreaters, before partaking in the Holy Communion to:

- Prepare with a confession;

- Obtain absolution from Abouna.

**Name: Registration Date:**

**Signature:**

**God Bless You All**