

# Springwater Center Retreat Application

Date of Retreat/Silent Weeks \_\_\_\_\_ I will be coming for \_\_\_\_\_ days.

Name \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Arrival date \_\_\_\_\_ Time \_\_\_\_\_ How? \_\_\_\_\_

(Note: It is necessary to make arrangements *in advance* if you wish to arrive on a day before retreat begins.)

Departure date \_\_\_\_\_ Time \_\_\_\_\_ How? \_\_\_\_\_

Do you need a ride to/from the airport, bus or train station? \_\_\_\_\_ I include my donation of \_\_\_\_\_ for this service. (The suggested donation for rides is \$22 each way. Rides may not be available late evening or early morning.)

We serve a vegetarian menu with eggs and milk. If you have special dietary needs, please bring your own supplies. Do you have any disabilities or health problems (e.g. allergies) that you feel we should know about for assigning your job and/or room? Do you have difficulty climbing stairs? Is it important for you to sleep on a bed rather than on a foam mattress on the floor?

We have basic accommodation in rooms housing 2-4 participants. *Please let us know if you snore loudly or are sensitive to snoring.* Tenting is possible, but if you request one of the three tent platforms, you will not have a room in the house. Couples may request to share a 2-person room, and these will be made available whenever possible. The cabin is available to the first couple requesting it. **Single-occupancy rooms:** Two are available in all retreats at a \$160 surcharge (prorated for retreats shorter than 7 days) to the first two people who request them.

Do you have any skills that would be helpful for assigning a retreat job (kitchen, housekeeping, or outdoor work)? If you have attended retreat before and prefer a specific job assignment, please let us know (there are many factors that affect job assignments – we will do our best to accommodate your request).

Do you have any medical training that might be helpful in case of an emergency during retreat?

Have you attended retreat at the Center (Yes/No)? \_\_\_\_\_ Date of last retreat \_\_\_\_\_ . If not, how did you hear about us?

If you would like to make a donation to the retreat assistance fund, which helps people in need to attend retreat, please indicate the amount here \$ \_\_\_\_\_ , and include it with your payment for the retreat.

## Payment Options

If you are paying with a **credit card (Visa/MC)**, please send your completed application with the **Order Form** enclosed in the Newsletter. If you are paying by **check**, please send your check along with a completed application.

## Retreat and Silent Week Fees

Please pay in U.S. Funds only. Member dues should be current to receive the member rate. To determine the total fee, multiply the rates below by the number of retreat/silent week days you will attend. If you are staying as a guest outside of retreat/silent week time, a different contribution rate applies. Check the order form or website for details.

<b>Member Rate:</b>	\$58/day of retreat	\$41/day of silent week
<b>Non-member Rate:</b>	\$75/day of retreat	\$50/day of silent week

**Please see the other side of this application for important information concerning retreat.**

*Springwater Center is a 501(c)(3) not-for-profit corporation. Retreat fees, membership dues and donations are tax deductible.*

**RESERVATIONS:** Please remember to use an application form (the other side of this page) to apply for retreat and silent weeks. The form has information about your travel plans, and work and room preferences that we need to make the best arrangements we can for your stay. If you need an extra form, please call the Center or print it from the website.

An application will NOT be considered without FULL PAYMENT or prior arrangement with the Financial Office for full payment before retreat/silent weeks begins (\$50 of which is a non-refundable deposit). Applications will be accepted in the order received. If we cannot accept you into a retreat/silent week, we will notify you. We recommend, however, that all applicants call us to be sure we received your application and to confirm your place. If we cannot accept you, we return the entire fee including the deposit.

**Part time attendance:** There are two slots set aside for part-time attendance available until two weeks before start of retreat on a first-come, first-served basis.

**Cancellations:** We keep the \$50 deposit if you cancel, including if you switch to another retreat. If you cancel 48 hours before retreat begins, or anytime thereafter, we normally keep the entire fee.

**RIDES TO/FROM ROCHESTER:** Let us know the FULL details of your travel arrangements as soon as possible if you need a ride from the airport, train or bus station in Rochester (one hour away). It is helpful if participants needing a ride to Rochester on the last day of retreat arrange to leave after the retreat ends at 3:00 p.m. It is not always possible to provide rides after retreat has begun, before it ends, or on Monday following retreat. If it is unavoidable for you to arrive late or leave early, please confirm *in advance* that a ride will be available. At the airport, we meet you at the small lounge near the Rochester Visitor's Bureau and bathrooms on the lower level of the airport (if you are standing on the lower level looking out at the street, this area is all the way to your left). If you are traveling by car and need directions, please call the Center or refer to the directions on the website.

**ARRIVAL AND DEPARTURE:** Please help retreats run smoothly by arriving no later than 4:00 p.m. on the day a retreat begins for room and job orientation, and leaving no earlier than you state on your retreat application. Having to reshuffle work assignments creates extra work and can be disturbing to others during retreat. Everyone is welcome to stay overnight after retreat with post-retreat dinner and breakfast included in the retreat fee.

**BEDDING AND CLOTHING:** If possible, please bring your own bedding, towels, and indoor footwear. Depending on the time of year, you may also wish to bring rain gear, winter clothing, boots, and hats.

**SINGLE ROOMS AVAILABLE IN ALL RETREATS:** Two single rooms are available in every retreat. For a seven-day retreat, we ask a surcharge of \$160 (pro-rated for shorter retreats) if you request and receive a single room. (If a retreat is under-attended some people may be assigned single rooms even though they have not made this contribution.) Please make the request on your application form and call us to confirm that we are able to provide the room. The rooms are offered on a first-come, first-served basis and a person is limited to four uses of them per year. Single rooms are available until two weeks before the start of retreat. Single rooms for the next year are available as soon as the new calendar is posted on our website (usually at the end of August/beginning of September – we will send an e-mail to our mailing list when this occurs).

**MEETINGS IN RETREAT:** There are many opportunities to meet with others in retreat, both privately and in groups. Toni Packer takes part in the afternoon group dialogue most days of all retreats in which she participates. In the retreats in which she gives talks, she also meets with people in a small "group-individual" format rather than a private format. These are one-on-one meetings with Toni but in the presence of a group without cross-talking such as you would find in a standard group inquiry. There are also many opportunities to meet privately in all retreats with the people Toni has named to carry on the work of the Center, and with fellow participants.

**ATTENDING TALKS DURING RETREAT:** A reminder that anyone may attend talks during retreat, as well as the sitting before and after. Call to let the retreat coordinators know you are coming. If you wish to stay for lunch, please call the coordinators to see if this can be arranged at least a day in advance and make a \$6 donation for lunch. Talks begin at 11:05 a.m. in Toni's retreats, 10:35 a.m. in other retreats. The sitting before the talk begins at 10 a.m. Toni does not give talks on Wednesdays in the retreats in which she gives talks and has meetings.

**THE RETREAT ASSISTANCE FUND:** This fund is available to help anyone attend our scheduled group retreats who cannot afford the full fee. Assistance of up to half the fee may be available. To apply for assistance, fill in the assistance form on the website or contact the Financial Office.

**CELL PHONE USAGE AT THE CENTER:** For your information, cell phones usually do not work in the Springwater area.

Please see our website for more information:  
[www.springwatercenter.org](http://www.springwatercenter.org)