

# Scrapbooking in the Pines Retreat Center Retreat Agreement

With each booking you will be required to make a deposit. The deposit is \$21.30 a bed.

All balances are due 30 days prior to your event. If the balance is not received 30 days before your reservation will be canceled and your deposit will be forfeited. Payment in full can not be refunded but can be applied to a future retreat.

Reservations canceled before 60 days of the event are eligible for a full refund of any money.

If you cancel your weekend with less than 60 days notice you forfeit your deposit unless a replacement group can be found. If a replacement group is found, your deposit will be applied to a future retreat date.

If anything is damaged or broken please leave a note making us aware of the problem so it can be fixed before the next group comes in.

Guests may be charged for excessive damage to the retreat. An itemized list of damages and invoice for the repairs/replacements will be sent to the renter/renters. That invoice will be payable to Scrapbooking In The Pines Retreat Center LLC.

If you need to contact us anytime during your stay, stop in at The Pine City Scrapbooking Co Inc, or if it is after hours call at 320-396-0335.

Please email this or have all persons in your party read this so everyone is aware of our policies. One person from each party is required to sign this and send back with your payment. A deposit is also agreement of this policy.

Signature \_\_\_\_\_

Date\_\_\_\_\_

Thank you.