

Retreat Inquiry Form - GROUP STAYING OVER

Our Lady of Guadalupe Monastery - Sisters of St. Benedict
 8502 West Pinchot Avenue, Phoenix, Arizona 85037 - (602) 848-9608
 www.olgmonastery.com - sisterlydia@olgmonastery.com

Contact Name:		Group Name:	
Phone Number:			
E-mail Address:			
Start Date:		End Date:	
Start Time:		End Time:	

PRICING WORKSHEET

DESCRIPTION OF SERVICES	FEE	NUMBER OF PERSONS	NUMBER OF DAYS	EXTENDED COST
FACILITY FEE for Groups includes use of Conference Room, Chapel, Grounds, Kitchen & Restrooms. May accommodate up to 50 persons in the St. Jude Conference Room and up to 25 at St. Scholastica Room	\$ 250.00	ALL	ALL	\$ 250.00
SLEEPING FEE: \$35 per person, per night with a group: Bedrooms have 2-5 beds and guests can expect to share bathrooms. Maximum 27 beds (in the main house).	\$ 35.00	X	X	=
MONASTERY PROVIDED FOOD & BEVERAGE FEE: \$7 per person, per meal, minimum of 10 people (sample menus available) prepared by monastery. Please provide the dates\days of each day you need each meal below. Thank you.		NUMBER OF PERSONS	NUMBER OF DAYS	EXTENDED COST
BREAKFAST	\$ 8.00	X	X	=
LUNCH	\$ 8.00	X	X	=
DINNER	\$ 8.00	X	X	=
TOTAL FOR ALL SERVICES & FEES:				

All Retreat Inquiries are subject to availability and will be booked on a first come, first serve basis. All bookings require a non-refundable deposit of \$150. This deposit must be paid to secure your reservation of the property. Reservations will not be confirmed and booked until the deposit is received by the monastery. Thank you in advance for your understanding.

Make check payable to: Sisters of St. Benedict or contact Sr. Linda for Credit Card Payment

FOR MONASTERY USE ONLY

Non-Refundable Deposit of \$150 - paid on DATE: <input style="width: 100px; height: 20px;" type="text"/>	Balance Due Amount: <input style="width: 100px; height: 20px;" type="text"/>
Building(s): <input style="width: 300px; height: 20px;" type="text"/>	Balance Paid Date: <input style="width: 100px; height: 20px;" type="text"/>