

# Retreat Inquiry Form - GROUP 1-DAY RETREAT

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

<b>Contact Name:</b>		<b>Group Name:</b>	
<b>Phone Number:</b>			
<b>E-mail Address:</b>			
<b>Start Date:</b>		<b>End Date:</b>	
<b>Start Time:</b>		<b>End Time:</b>	

## PRICING WORKSHEET

DESCRIPTION OF SERVICES	FEE	NUMBER OF PERSONS	NUMBER OF DAYS	EXTENDED COST
<b>FACILITY FEE for Groups</b> includes use of Conference Room, Chapel, Grounds, Kitchen & Restrooms. <b>May accommodate</b> up to 50 persons in the St. Jude Conference Room and up to 25 at St. Scholastica Room	\$ 250.00	ALL	ALL	\$ 250.00
<b>MONASTERY PROVIDED FOOD &amp; BEVERAGE FEE: \$7 per person, per meal</b> , minimum of 10 people (sample menus available) prepared by monastery.	\$ 8.00	X	BREAKFAST	=
	\$ 8.00	X	LUNCH	=
	\$ 8.00	X	DINNER	=
<b>TOTAL FOR ALL SERVICES &amp; FEES:</b>				

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.

**FOR MONASTERY USE ONLY**

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

Non-Refundable Deposit of \$150 - paid on DATE:

Balance Due Amount:

Building(s):

Balance Paid Date: