

His Hill Retreat Registration

P.O. Box 9 Comfort, TX 78013 • (830) 995-3388 • retreats@hishill.org

Name of Group: _____

Address of Church/Ministry: _____

Contact Person: _____

Title or Capacity: _____

Phone Number: _____

Email: _____

Meal Times & Rates - per person

Breakfast - 8:30 AM (\$7.00)

Lunch - 12:30 PM (\$8.00)

Dinner - 5:30 PM (\$8.50)

Retreat Dates: _____

Arrival Time: _____

(no sooner than 4:00 PM Friday)

Departure Time: _____

(no later than 10:15 AM Sunday)

First Meal: _____

Last Meal: _____

Please check all that applies to your retreat

Type of Lodging:

Ark/Dorm (capacity 48) _____

Cabins (capacity 100) _____

Motel Units (3 rooms) _____

Meeting Area:

Chapel (groups up to 75) _____

Classroom (groups up to 40) _____

Special Arrangements:

Campfire _____ Pool _____

Video/TV _____ Gym _____

Canoes _____ Horses _____

High Ropes _____ Other _____

Size of Group Attending: Our group plans to bring no fewer than (*a minimum of 15 guests is required*) _____ and no more than _____ (*Difference may not be greater than 10*). Final guest count must be confirmed no later than 2 weeks prior to retreat. You will be charged for the number confirmed by that time. No refunds permitted after final payment is received.

How to Make Reservations: In order to reserve a specific day or days, a \$250.00 non-refundable deposit is required. This deposit should be mailed by check along with this form as soon as possible. This deposit is neither refundable nor transferable in case of cancellation. Once a confirmation has been established, the total retreat cost is due two weeks prior to the start date of the retreat.

Acceptance Criteria: His Hill accepts any group that is considered evangelical in practice and who stand in agreement with His Hill's statement of faith (see website for details). His Hill's facilities and services are **not** open to the general public. We require a certificate of insurance naming Torchbearers His Hill as an additional insurer. Groups with minors will also need to sign a waiver confirming all adults attending have up-to-date background checks.

Indemnity Clause: We hereby agree that any damage done to His Hill property or equipment caused by our party will be reported to a His Hill staff member. The staff of His Hill will assess the damage and hold the right to charge the party for the cost in damage repair. We also hereby agree that His Hill and its officers, agents and employees shall not be responsible for any injury to the property or person of any individual, adult or child, in our group during the conference dates described above except such injuries and damages which are caused by the negligence of His Hill, its agents or employees. The undersigned group hereby further agrees to indemnify and hold harmless His Hill, its officers, agents, and employees, or any third person invitee of His Hill for any injuries and damages to person or property caused by the negligence of any member of its group. I have read the retreat requirements (see attached sheet) and agree to observe and enforce these policies.

Signature of Group Representative: _____ Date: _____

Activity Note: For insurance purposes it is necessary for His Hill to ask every retreat guest under 18, along with those who are using the tower or horses to sign a release form. Children under 18 must have a parent's signature.



Retreat Requirements

The following policies are considered part of the rental contract:

1. His Hill requires all retreats to receive a brief orientation session (5-15 minutes) from our staff team regarding our facility, shortly after your whole group arrives.
2. Each group is responsible for any damage occurring from their use of the facilities, equipment, etc.
3. No alcoholic beverages, fireworks, firearms, or personal pets are allowed on His Hill property.
4. Smoking is not permitted in any building.
5. Grounds and buildings are to be kept free of paper and other refuse.
6. His Hill does not supply lifeguards. All swimming is at your own risk. Whenswimming there must be at least two adults present. When minors are swimming there must be adults supervising in the pool area.
7. Accommodations are to be left in a reasonably clean condition.
8. Discharged fire extinguishers are to be reported to the retreat host so that alternate fire protection may be provided and refilling fees be assigned to the parties involved.
9. A copy of the planned retreat schedule and approximate count of male & female guests must be finalized no later than 2 weeks in advance.
10. The group leader must check in with the office upon arrival.
11. Guests/leaders may not arrive prior to 4 PM on Friday and stay no longer than 10:15 AM on Sunday, unless specific permission is given and confirmed by His Hill staff.
12. Final payment is due 2 weeks prior to your retreat start date. Refunds are not permitted after final payment is received.
13. Guests must provide their own bedding, towels and toiletries unless otherwise informed.
14. No food or drink will be allowed in the Chapel (other than water).
15. In order to meet State Requirements, there must be an adult ratio of 1 to every 10 minors under the age of 18.

PLEASE NOTE: Facility Rentals do not imply exclusive use of the property. All facilities are common areas and may be utilized by our Bible School Students simultaneously. This may include, but not be limited to: the Dining Hall, Gazebo, Tennis/Volleyball Courts, Swimming Pool, and Gym. While certain areas may be reserved for your group at specified time slots during your stay at His Hill, our Bible School Students will generally have access to these facilities.

