



SELTZER RETREAT APPLICATION

183 LINDBERGH DRIVE
PALMYRA, PA. 17078



† Serving Christ
Changing Lives.

Name of the Group _____

Signature of person in charge: _____

Address: _____

Phone: _____

Dates: _____, _____, _____ Single Day Overnight Weekend

Check in by: _____ Check out by: _____ Number Attending _____

CHECK-IN TIME @ 8:00 AM CHECK- OUT TIME @6 :00 PM QUIET TIME IS FROM 10:30 PM to 8:00 AM

➤ Daytime Rate	(Upstairs only, No overnight usage)	\$180.00	(Maximum 75 people)
➤ Overnight Rate	(1 day, 1 night)	\$280.00	(Maximum 60 people)
➤ Weekend Rate	(3-day, 2 night)	\$520.00	(Maximum 60 people)

**A \$50.00 non-refundable deposit is required to reserve your date and will be applied to your balance.
Balance due two weeks before reservations date.**

**Cancellation Policy: 14 days or more prior to arrival refund less nonrefundable deposit.
13 days or less, no refunds.**

**Refund Policy: We are not responsible for the Weather, illness, or work schedules. Therefore, our
cancellation policy is enforced.**

Each person/group also agrees to the following:

- ☒ Agreement to the "Guidelines for Use of Seltzer Retreat" (below) is necessary for building use.
- ☒ We reserve the right to discontinue use for those choosing not to follow these guidelines.

User will need to provide Certificate of Liability Insurance valid during the rental period with the \$1,000,000 amount of limit marked at the time of the signing of this User Agreement. All Certificates shall list Palmyra First United Methodist Church as the Certificate holder.

We will be unable to reserve the Seltzer Retreat for your reservation if non-refundable deposit is not received with certificate of insurance and return of application. For more information about the Seltzer Retreat you may reach out to our website at www.palmyrafirst.org or by emailing admin@palmyrafirst.org. Please contact the church office for special needs and arrangements at 717-838-2551.

**Please make checks payable to:
Palmyra First United Methodist Church
520 E Birch St, Palmyra PA 17078**

For online payments you may go to our website at www.palmyrafirst.org under Seltzer Retreat and online giving.

GUIDELINES FOR USE OF THE SELTZER RETREAT

1. Please leave facility as clean as when you came.
2. No smoking or alcohol is permitted on the property.
3. Provide documentation of Liability Insurance.
4. Keep all equipment in the building.
5. Persons using the Facilities must be 18 years of age or properly chaperoned at all times. All must comply with First Church Sexual Abuse policy. (Copies Available)
6. All users assume responsibility for property damage incurred due to negligence. Damage is to be promptly reported to the church office.
7. Please promptly report any injuries within the facility to the church office.
8. All activities are expected to be compatible with the mission of the church.

