

# New England Keswick

PO Box 156~73 Chestnut Hill Road~Monterey Massachusetts~01245

413-528-3604 FAX 413-528-8023 [info@nekeswick.com](mailto:info@nekeswick.com)

## Retreat Contract - 2008

Group Name: \_\_\_\_\_

Type of Group (e.g. Teens, School, College, Men, Women): \_\_\_\_\_

Sponsoring Church/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: State: Zip Code: \_\_\_\_\_

Leader's Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: State: Zip Code: \_\_\_\_\_

Contact Numbers (Please fill in all fields)

Day: ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Evening: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

## Dates of Reservation

Arrival Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Departure Time: \_\_\_\_\_

**Please note that the latest departure time permitted by New England Keswick is 2:00pm.**

Number of Nights: \_\_\_\_\_ Number of Meals: \_\_\_\_\_ Snack Time: (day & time) \_\_\_\_\_

First Meal Time: \_\_\_\_\_ Last Meal Time: \_\_\_\_\_ Additional Snack? \_\_\_\_\_

## Attendance

**A \$500 nonrefundable deposit along with this signed contract is due 90 days prior to your arrival date. Note: The guaranteed minimum number of those attending must be provided along with the contract**

# of Males: \_\_\_\_ # of Females: \_\_\_\_ Age Range of Guests: \_\_\_\_\_

- Lodging Rates - \$45/night - 1<sup>st</sup> \$30/night - 2<sup>nd</sup> \$15/night - 3<sup>rd</sup> (All Meals \$5/person – 1 free snack)
- New England Keswick reserves the right to book additional groups simultaneously if facility capacity allows.

New England Keswick 2008 Retreat Rates

<u>Number of Retreats</u>	<u>1<sup>st</sup> Retreat in 2008</u>	<u>2<sup>nd</sup> Retreat in 2008</u>	<u>3<sup>rd</sup> Retreat in 2008</u>	<u>4<sup>th</sup> Retreat in 2008</u>
1 Overnight/4 Meals	\$65	\$60	\$55	\$50
2 Overnights/5 Meals	\$100	\$95	\$90	\$85
2 Overnights/6 Meals	\$105	\$100	\$95	\$90
3 Overnights/8 Meals	\$130	\$125	\$120	\$115

Financial and Schedule Arrangements

Group Rate: (refer to fee schedule above) \$ per person

- **A detailed schedule of your retreat program, including meal times, must be provided at least 14 days prior to your arrival, and must be approved by Keswick prior to implementation.**
- Please make checks payable to: **New England Keswick**
- **Payment of your final balance is due prior to departure from New England Keswick.**

New England Keswick Liability Release

Group's Insurance Company: \_\_\_\_\_

Policy Number: \_\_\_\_\_

**Please attach a Certificate of Insurance to this contract.**

In consideration for being accepted by New England Keswick as a retreat group, the above named organization agrees to the arrangements, dates, and fees indicated by the "Retreat Contract", and furthermore does hereby release, forever discharge and agree to hold harmless New England Keswick and the directors, employees, and staff thereof from any and all liability, claims or demands for personal injury, sickness or death, as well as property damage and expense, of any nature whatsoever which may be incurred by any or all individuals from the retreat group participating in the above mentioned retreat program.

The retreat group hereby assumes all risk of personal injury, sickness, death, damage and expense as a result of participation in recreation and work activities involved in the retreat program. Authorization and permission is hereby given to New England Keswick to furnish any necessary medical care, transportation, food and lodging for any and/all members of the retreat group.

The undersigned hereby agrees to hold harmless and indemnify New England Keswick, its directors, employees, staff and agents for any liability sustained by New England Keswick as the result of negligent, willful or intentional acts of any or all members of said retreat group, including expenses incurred attendant thereto.

The retreat group also hereby assumes the responsibility of any and all medical bills, and any and all transportation costs. The retreat group understands that New England Keswick does not provide accident, liability, or health insurance for retreat groups, and that the retreat group must provide New England Keswick with a copy of its Certificate of Insurance.

## New England Keswick Statement of Faith

1. We believe that Scriptures of the Old and New Testament are inspired by God and inerrant in the original writings, and that they are of supreme and final authority in faith and life.
2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit.
3. We believe that man and woman were created in the image of God: that they sinned, and thereby incurred not only physical death, but spiritual death which is separation from God; that all human beings are born in sin and that this sinful nature is the origin of all sinful acts in thought, word, and deed.
4. We believe that Jesus Christ was begotten of the Holy Spirit, born of the Virgin Mary, and was both fully God and fully man.
5. We believe that Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice.
6. We believe in the resurrection of the crucified body of Jesus Christ, in His ascension into Heaven, and in His present ministry for us, as High Priest, and Advocate.
7. We believe in the personal return of Jesus Christ.
8. We believe that all who receive, by faith, Jesus Christ are justified on the basis of His shed blood, born again of the Holy Spirit, and thereby become children of God.
9. We believe in the bodily resurrection of the saved and the unsaved; the saved to the everlasting presence of God and the unsaved to everlasting separation from God.

## New England Keswick Retreat Rules and Safety Guidelines

- We (the “group”) recognize New England Keswick is a distinctively Christian organization. We subscribe to Keswick’s Statement of Faith, and affirm that all aspects of our retreat program, including our teaching, personal conduct, program, and use of facilities will demonstrate agreement with and respect for Keswick’s distinctive Christian values and beliefs.
- We understand that the group leader accepts the responsibility of communicating these guidelines to the group and taking necessary steps to ensure compliance.
- Speed limit on camp roads is 5 mph and must be obeyed.
- The group’s leadership must review all general safety and fire safety guidelines and procedures with its guests prior to the first night’s lodging, including location of phones, and that in the event of an emergency to dial 911.
- Keswick enforces a 11pm quiet time for Youth Retreats (12pm for Adult retreats).
- After 11PM, only lodging accommodations are accessible to guests.
- For non-emergencies, please ask permission before using a Keswick phone.
- The office and the kitchen are for Keswick staff only.
- Shirts and shoes must be worn at all times, except at the pool.
- Aquatic areas may only be used only by advance arrangement and with lifeguard supervision.
- The group leader must provide copies of the group’s lifeguards’ certification cards.
- Two-way radios must be turned in to Keswick staff each night and morning to be recharged.
- Clean up meeting and activity areas after each use, and throw away trash.
- No burning incense, candles or any other flammables in any of the buildings.
- Do not enter any building that your group is not assigned to. (In all cases, males may not enter female cabins and vice versa).
- Anyone under the age of 18 must be supervised by an adult leader at all times.
- Possession of alcohol, tobacco, drugs, or weapons are prohibited.
- No smoking is permitted anywhere on Keswick’s property.
- Any participant damaging camp property is liable for the costs of the damage.
- We ask that you leave the cabins in good condition and pick up trash prior to the group’s departure.
- All groups must provide at least a 1:8 supervisor-to-guest ratio for retreat guests under 18 years old.
- All groups understand that New England Keswick may limit the use of its facilities or may terminate this contract upon its determination that a violation of any of these guidelines has occurred.
- The group leader is responsible for collecting and holding all necessary health and emergency documentation for each of the group’s participants.

- The group leader assumes the responsibility to provide the group with an RN, LPN, EMT, or an adult qualified in American Red Cross Standard First Aid and CPR, and to insure that all required medications for the group's participants will be monitored.
- Please report all known special dietary needs or food allergies that exist among the group's participants.

**AGREEMENT: I have read, understand, and agree to the terms and conditions of the above contract, liability release, insurance regulations, Statement of Faith, rules, and guidelines.**

---

Authorized Signature  
Date

Print name

Position

**Return one signed copy of this completed document1 to:  
New England Keswick, PO Box 156 Monterey MA 01245 and attach a copy of your organization's  
Certificate of Insurance. Thank you.**