

La Purisima Retreat Center

10301 S. Stone Ridge Rd, Hereford Az 85615

Phone: 520-559-0649 (Manager-Tom Felix)

Website: www.lpretreat.org

520-458-2925 (St. Andrews)

Email: LPRetreatCenter@gmail.com

Fax: 520-452-0235

CONTRACT

Name of Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____

Email address: _____ Fax: _____

Arrival Date & Time: _____

Departure Date & Time: _____

Total number of persons attending function _____

Day use or Overnight: _____

Rooms:	Double Occupancy	Single Occupancy
Private Rooms with 2 twin beds: _____	(4 rooms available) #3, 4, 5,6	
Quad rooms with 4 twin beds: _____	(4 rooms available) #8,9,10,11	
Directors room with double bed: _____	(1 room) #7	
Large Bunk bed room: _____	(1 room with 6 beds, sleeps 12) #12	
Bunk bed rooms: _____	(6 rooms available with 4 beds, sleeps 8) #13,14,15,16,17,18	
Dining Center: _____	80 maximum occupancy	
Chouinard Hall: _____	250 maximum occupancy	

**Every effort will be made to accommodate room preference; however, we will not always be available to meet special requests.*

Retreat Rates:

Private rooms- \$45.00 single occupancy per night & \$55.00 double occupancy per night

Quad rooms- \$25.00 per person, per night

Bunk room- \$20.00 per person, per night

Dining center- \$250.00 per event

Chouinard hall- \$500.00 per event

**Contract and Cancellation Policy on page 2.*

La Purisima Retreat Center

10301 S. Stone Ridge Rd, Hereford Az 85615

Please sign the contract and return it along with deposit of \$200.00 to be applied to total cost. Cancellations up to with 30 days of the scheduled retreat will receive a full refund. Please also forward a \$75.00 damage deposit to be refunded after the retreat provided there is no damage to the facility.

**La Purisima Retreat Center reserves the right to make a judgment regarding the use of the retreat center facilities and reserves the right to determine if any hosted group meets the requirements for use.*

Please provide us with the total number of participants upon check-in. The contracting party is responsible for all damage done to the treat facilities and for maintaining its cleanliness.

I/We agree to comply with the Safe Environment Guidelines and Code of Conduct of the Diocese of Tucson. You may find the resources at the following links: Code of Conduct: <http://www.diocesetucson.org/codeofconduct.html> and in Spanish: <http://www.diecesetucson.org/codigodeconducta.html> and Safe Environment Guidelines: <http://www.diocesetucson.org/GuidelinesSexualmisconductAmendedSept2009.pdf>

I have read the contract and the policy sheet, including the cancellation fee policy, and agree to the terms outlined. I have included a non-refundable deposit and a refundable damage deposit in order to reserve the facilities.

Signature: _____ Date: _____

Please return complete form and deposits to: Tom Felix

Facility Manager

P.O. Box 174

Hereford, AZ 85615

Upon receipt of signed contract and deposits you will be contacted by phone confirming your reservation.

Note:

Any Priest and/or Deacon from outside the Diocese of Tucson planning on celebrating Sacraments will need to obtain prior clearance from the Chancellor of the Diocese of Tucson at least 30 days in advance of the event to be held at La Purisima.

Any Priest and/or Deacon belonging to the Diocese of Tucson, assisting at the Retreat, is requested to inform the Pastor of Our Lady of the Mountain Parish, Sierra Vista AZ, of their intention to celebrate Sacraments as a matter of courtesy.