

Central Hills Baptist Retreat Reservation Request Form



Check: R.V. Group _____ Day Group _____ Overnight Lodging _____

- Reservations are handled on a first come, first serve basis.
- Reservations will not be confirmed until reservation request form (completed in its entirety) and deposit (\$10.00 for each anticipated participant) has been received.
- Deposits are not transferable (another group or another date) and will be applied toward your final bill.
- There will be a minimum of 20 participants for events.
- A final number of participants is to be reported to Central Hills Baptist Retreat seven days prior to arrival. This number will represent the minimum number of meals you will be billed for. For example, if you report 10 guests for 3 meals but only bring 5 guests, you will still be charged for 10 guests for each meal. This billing practice does not apply to lodging.
- An invoice will be mailed to the sponsor following the event.
- Cancellations must be made by mail 31 days prior to the date of the event in order to receive a full refund. Cancellations made less than 31 days prior to reservation date will result in forfeiture of the deposit.
- No pets allowed.

Date of Event _____ Arrival time _____ Departure time _____

Church/Organization Name _____

Church/Organization Address _____

City _____ State _____ Zip _____ Contact Person _____

Contact Person's Phone No. _____ Number in group: Adult _____ Youth _____ Children _____

Leader's Name _____ Leader's Phone No. _____

Facility Schedule

Please indicate dates and times

Lake (fish/picnic): _____ Athletic Field: _____

Primitive Camp: _____ Camp Center Lobby: _____

R.V. Building: _____ Dining Hall: _____

Hiking Trails: _____ Amphitheater: _____

Campfire Worship: _____ Chapel: _____

Lake Amphitheater: _____ Gymnasium: _____

Gym Classrooms: _____

Activity Schedule

Please indicate dates and times

High Ropes: _____ Horseback Riding: _____

Low Ropes: _____ Swimming Pool: _____

Canoes: _____ Gym: _____

Snack Shop: _____ Other: _____

Housing Schedule

No pets of any kind

Please indicate dates and times (example: 1-1-11 / 8 a.m. - 9 a.m.)
 Housing assignments will be scheduled according to the number in your group.

Guest Room #1: Dates _____ Guest Room #2: Dates _____
 Guest Room #3: Dates _____ Infirmary: Dates _____
 R.V. Park Building: Dates _____ R.V. Hook-ups: Dates _____

Schedule of Meals

- Meal time schedules are strictly adhered to; please arrive promptly.
- We will gladly accommodate special diets due to allergies or medical conditions.
- In addition to home-cooked meals we also offer pizza, which is popular with groups that arrive late. Home-cooked meals are provided Monday through Saturday at breakfast, lunch, and dinner.

Meal Times

Our regular schedule is as follows: Breakfast – 8:00 a.m.
 Lunch – 12:00 p.m.
 Dinner – 5:00 p.m.

If needed, we will schedule alternate meal times to fit your schedule. Please indicate the date, number of meals, and the time you want to have meals served. We can also serve snacks between meals if desired.

Date	# of meals Breakfast	Time	# of meals Lunch	Time	# of meals Dinner	Time

Amount of Deposit: _____ (This will be applied to your final bill)

Registrant's signature: _____ Date: _____

Return form to: Central Hills Baptist Retreat
 6377 Attala Road 4227
 West, MS 39192-7754

Questions: 662.289.9730
 Fax: 662.289.9718