

BAPTIST CONFERENCE CENTER – RATES AND FEES

79 Blossom Hill Rd Lebanon NJ 08833

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EFFECTIVE: January 1, 2008

LODGING RATES PER PERSON

Total non-refundable deposit is due with return of completed application. **TOTAL BALANCE IS DUE AND PAYABLE UPON ARRIVAL.**

You are responsible for **at least** the actual number of persons in attendance. If your attendance number **is less than** the **minimum** number of people **required** for the facility you reserved, (as listed below) you are then **responsible** for **at least the minimum**. – no exceptions.

When reserving **two or more** facilities, you are **responsible** for the **maximum number** of the **largest** facility or facilities **plus** the **minimum number** of the **smallest** facility you have reserved. – no exceptions.

Min/Max

| <u>Occupancy</u> | <u>Facility</u> | <u>One Night</u> | <u>2nd Night</u> | <u>3rd Night</u> | <u>Day Guest</u> | <u>Deposit</u> |
|------------------|--------------------|------------------|-----------------------------|-----------------------------|------------------|----------------|
| 20/38 | Hoener Inn | \$40.00 | \$20.00 | \$20.00 | \$10.00 | \$400.00 |
| 05/18 | Harker Lodge | \$40.00 | \$20.00 | \$20.00 | \$10.00 | \$250.00 |
| 25/56 | Clayton & Roberson | \$40.00 | \$20.00 | \$20.00 | \$10.00 | \$400.00 |
| 25/60 | Martin Village | \$35.00 | \$15.00 | \$15.00 | \$10.00 | \$300.00 |
| 10/60 | Village Girdwood* | \$23.00 | \$10.00 | \$10.00 | \$10.00 | \$150.00 |
| 10/60 | Village Stetson* | \$23.00 | \$10.00 | \$10.00 | \$10.00 | \$150.00 |
| 10/60 | Village Stoll* | \$23.00 | \$10.00 | \$10.00 | \$10.00 | \$150.00 |
| 05/50 | Goodall Cabin* | \$23.00 | \$10.00 | \$10.00 | \$10.00 | \$100.00 |

*Villages Girdwood, Stetson, Stoll and Goodall Cabin are **Unheated Facilities (Seasonal use only; no kitchen facilities)**

Children ages 5 and under will be allowed lodging and meals at no charge.

MEALS

In each heated facility, complete cooking and dining utensils (**except** dishtowels and hand dish-washing supplies) are provided for your cooking convenience. Each conference is responsible for its own meal service **unless** arrangements are made in advance for meals to be served by the Center. Meal service must be for a **minimum of 20 people** and for **at least two consecutive meals** (except by special arrangement). Children ages 6 through 10 will be charged for meals at half the regular fee and there is no charge for children ages 5 and under.

Cost for Meals Prepared by Center

| | |
|-----------|----------------|
| Breakfast | \$6.00/person |
| Lunch | \$9.00/person |
| Dinner | \$12.00/person |

Note: Prices will vary for special food needs; including vegetarian food.

The number of people to be present for all meals provided by the center **must** be given **7 days in advance** and that count will be used to determine food purchases and to calculate cost of meal service, regardless of actual number of persons in attendance. This figure **cannot** fluctuate up or down by more than 10 percent without the approval of the Conference Center Administration.

AUDIO-VISUAL EQUIPMENT RENTALS

There is no charge for audio-visual equipment. However, equipment must be reserved and is available on a first-come, first-served basis.

VCR and TV

Overhead projector and screen

Group Day Rentals (Available Monday, Tuesday, Wednesday, Thursday and weekends as noted).
ENTIRE FEE IS DUE WITH THE RETURN OF COMPLETED APPLICATION FOR DAY RENTALS ONLY. If use of additional bathrooms required with any facility below, add \$100.00 to the stated fee.

| | | |
|-----------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Harker Lodge** | 18 maximum | \$200.00/day |
| Goodall Cabin | 40 maximum | \$ 75.00/day |
| Hoener Inn** | 40 maximum | \$300.00/day |
| Roberson Hall** | 200 maximum | \$300.00/day |
| Fairmount Hall | 250 maximum | \$300.00/Weekend Day for Non-retreat Group \$300.00/Weekday for Non-retreat Group \$200.00/Weekend Day for Retreat Group \$50.00/hour For Retreat Groups |

NOTICE – Day Rate hours will be from 8:00 a.m. to 10:00 p.m.

**Rate includes use of equipped kitchen-does not include meal service.

LINENS, BEDDING AND TOWELS

You must supply your own linens, bedding and towels. Please don't forget them, as only bed linen sets (includes 2 sheets, 1 pillow case and 1 blanket per set) may be rented at a rate of \$8.00 per set) but you must indicate the number of sets needed on your initial application.

OTHER SERVICES AVAILABLE

Firewood – enough for one evening is provided no charge
 Extra firewood \$5.00/load

Hearing Impaired Smoke Detector available on request at the Conference Center Office

CAMPSITES (Campsites available April 15 to October 15 ONLY)

RV and ALL CAMPING VEHICLES RATE AS FOLLOWS:

| | |
|--------------------------------------|-------------------|
| Campsites with water and electric | \$15.00 per night |
| Campsites without water and electric | \$10.00 per night |

TENT CAMPSITES: \$40.00 non-refundable deposit plus \$6.00 per person per night

ACCIDENT INSURANCE

All groups using facilities are required to carry insurance to cover medical care in the event of an accident. Groups must provide proof of insurance coverage or must use the insurance provided through the Baptist Conference Center. Insurance through the Center will be provided by "Tripster" Accident Insurance written by the Hartford Accident and Indemnity Company. In order to be covered, a group must request insurance before the actual event and pay the required premium. **Rates: .75/person for weekend; .50/person for 24 hrs; 1.00/person for 3 days; 1.25/person for 4 days.**

CANCELLATION POLICY - PLEASE READ AND KEEP ON FILE

CANCELLATION POLICY IS CLEAR, FINAL AND THERE ARE NO EXCEPTIONS.

If cancellation becomes necessary, notice must be given to the Baptist Conference Center **no later than four (4) weeks prior to event date.** At this point you –

1. Forfeit your non-refundable deposit and
2. You are not responsible for the minimum

If cancellation notice is given later than four (4) weeks prior to event date, you

1. Forfeit your non-refundable deposit and
2. You are responsible for full payment of the minimum number of people for whom reservations were made (see min/max occupancy at beginning of rates)

ALL RATES SUBJECT TO CHANGE Updated 11/07 – CCR