

The Hermitage Group Reservation Agreement

Thank you for your interest in The Hermitage hosting your group retreat. The Hermitage is a contemplative retreat center and we invite all who come, whether as individuals or groups to receive the spirit of this place.

Silence is a core characteristic of The Hermitage. We ask that guests maintain a quiet presence on the property. Meals are eaten in silence. All group activities or extended conversations should take place in the Gathering Room in the upper level of the Hanby Center. We ask that there be no playing of recorded or live music or audio in St. Joseph's Barn.

Schedule (Monday to Saturday)

7:00-9:30 AM	Breakfast
8 AM	Morning prayer
12:30 PM	Lunch
5:30 PM	Supper
9 PM – 8 AM	Great Silence (no group activities except quiet prayer/meditation in the chapel)

We serve a largely vegetarian diet and can accommodate some restrictions like gluten and dairy free. When dietary restrictions become more complex, we ask that the retreatant bring what they need to supplement what is served.

Lodging and Meetings Spaces

We have 10 individual guest rooms (a few rooms have two beds), a small self-contained apartment, and 3 rustic cabins available for lodging. All rooms except for the apartment have shared bathrooms. The rustic cabins do not have electricity or running water and are a 5-10 minute walk from the main buildings. The Guests Services Coordinator will work with the group's contact person to assign rooms for group members. Groups will automatically be reserved for the two guest rooms in the lower level of the Hanby Center. We have a Gathering Room which must be reserved for meetings and group activities. The Chapel can also be reserved for worship activities. It is the policy of the Hermitage board that guests not remove any religious objects from the chapel or introduce non-Christian spiritual or religious symbols into the chapel space.

We cannot accept groups larger than 14 people. (14 guests would require that all cabins be used or some rooms are double occupancy.)

Resources

The Hermitage is on 62 partially wooded acres with trails to explore, a triple spiral labyrinth, prayer gardens and a fire pit. Our guests are also welcome to use the trails and labyrinth of GilChrist, our neighboring retreat center. St. Gregory's Abbey is one mile away and welcomes guests to join them for prayer.

The Hermitage does not offer WiFi to our guests and the cell coverage in our area is notoriously spotty. We do have an internet connected computer in the office that is available for guest use during office hours.

Hermitage staff may be available to provide leadership or input for your group retreat. Please contact us with your inquiries.

The Hermitage has a licensed massage therapist on staff who may be available to schedule massages during the retreat. Scheduling and payment is separate from the reservation process. Please contact David Wenger david@hermitagecommunity.org for scheduling and payment information.

Reservation Information

All reservation communication will happen with the Guest Services Coordinator.

Information we need with the reservation:

- Name and contact information for the group's contact person
- Total number of guests/rooms
- Arrival and departure dates and times
- Meeting room needs
- \$100 deposit (nonrefundable)

After receiving this information, the Guest Services Coordinator will create an initial invoice for the cost of your retreat. The costs are based on a base fee of \$90/person/night which includes individual room and 3 meals. Changes can be made to the reservation but we ask that no significant changes be made less than one month from the scheduled retreat.

A group reservation does not guarantee exclusive use of the facilities. We may book other retreatants if space allows. You may request exclusive use. The cost is \$1200/day (lodging and 3 meals for 24 hours) for up to 12 people. (\$90/day for up to 2 additional people.)

At least two weeks before the scheduled retreat the group contact person needs to provide the names of all participants, any dietary restrictions, and any room or cabin preferences.

Group reservations do not guarantee exclusive use of the Hermitage. The Guest Services Coordinator may schedule other individuals or groups at the same time if resources permit. Please contact the Guest Services Coordinator if you would like exclusive use.

Payment should be made on or before the beginning of the scheduled retreat. Payment can be made by check, cash, or using the donate button on the Hermitage website.

www.hermitagecommunity.org/donate (Please include a note indicating what the payment is for.)

Any requests to alter any of the details above – like changing a meal time or asking for a “talking meal” – must be made to the Guest Services Coordinator by the group's contact person.

contact@hermitagecommunity.org

Please visit www.hermitagecommunity.org for more information about staying at the Hermitage.