

## Ministry Team Retreat Registration September 20-22, 2019, Chateau on the Lake, Branson, MO

If you are **Lead Pastor** or **Full Time Associate**, save this form to your computer, fill it out, attach and email it back to: [marla@neokdistrict.com](mailto:marla@neokdistrict.com) as soon as possible. If you are **Part Time** staff, please print and mail it to the office with the \$340 subsidized rate. **Please have all registrations to the District Office by Monday, August 19, 2019.** (It helps us to have registrations as soon as possible if you know you are going to attend.)

Name of Attendee(s) \_\_\_\_\_

Church \_\_\_\_\_

Cell Phone you can be reached on \_\_\_\_\_

Are you Lead Pastor or a full time associate  Yes  No

### **Lodging**

Will you need Lodging: Friday, Sept. 20  Yes  No

Saturday, Sept. 21  Yes  No

What type of room would you prefer  King  Two Double Beds

(These will be reserved on a first come first served basis)

We will arrive early\* (date arriving) \_\_\_\_\_ We will stay late (date leaving) \_\_\_\_\_

\*If you would like to go early or stay late at your own expense, the hotel will allow you to arrive up to two days early or stay two days late at our group rate (\$107 per night with all fees included), but *we will need to make that reservation for you.* Please send the total amount of extra nights to the office as soon as possible if you are arriving early or staying late. Thank you.

### **Meals**

Because we have to reserve rooms and meals in advance and pay for what we reserve, we ask you as you register to confirm which nights you will need lodging and which group meals you will eat. We are delighted to cover these expenses for you, but do not feel we are being good stewards of District funds if we pay for lodging and meals that are not used. ***If the District pays for lodging and/or meals that you reserve but do not use, we ask that you reimburse the District.***

Will you be present for our group meals: Friday, 6:30 p.m.  Yes  No (At Hotel)

Sunday Brunch.  Yes  No (Brunch at Hotel as a group)

***A reminder: If the District pays for lodging and/or meals that you reserve but do not use, we ask that you reimburse the District.***

### **PARKING**

Indoor self-parking is available at no charge for all registered guests. Outdoor self-parking is available at no charge on the grounds of the Hotel for all attendees. Valet parking is available for \$20.00 per day, plus tax. (Valet parking will be at your own personal expense.)

### **CHECK-IN | CHECK-OUT**

Guest accommodations will be available at 4:00pm on arrival day and reserved until 11:00am on departure day.

### **BELL SERVICE:**

The Bell Services department at Chateau on the Lake Resort and Spa is ready to help you out with your luggage! We'll move your heavy bags from your vehicle to your room and back. If you arrive before your room is ready or check-out early, we'll also hold your luggage for your convenience. We'll be happy to assist you during your stay! (It is customary to tip \$1-\$2 per bag if you use them).