

# Ministry Team Retreat Registration

## September 29 – October 1, 2023, 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 \$400 subsidized rate. **Please have all registrations to the District Office by Thursday, August 31, 2023.** (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. 29 \_\_\_\_ Yes \_\_\_\_ No  
Saturday, Sept. 30 \_\_\_\_ 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 (\$135 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 District 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, 9:30 a.m. \_\_\_\_ 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.**

**Lunch for Six, Saturday at Noon.** Names will be drawn randomly for couples or singles to go to lunch together.

Would you like to participate in the Meals for Six on Saturday at Noon? \_\_\_\_ Yes \_\_\_\_ No

### 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. Garage parking is \$10.00 per day, plus tax. (Valet parking and garage 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).