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IL RITIRO *Franciscan Retreat Center*

Our Rates: Rates are based on how many people are staying in each house and the number of nights each person is staying. Because our six houses can be reserved independently and vary in size, a minimum number of guests is required for the larger houses. Please call 636-274-0554 or email il.ritiro@gmail.com for pricing

Minimum number of overnight guests for larger houses: St. Francis House (Main) has seven bedrooms – five guest minimum. St. Anthony House (White House) has eight bedrooms – six guest minimum. St. Clare House (Bunk) has six bedrooms – four guest minimum.

Single night stays during the weekends: Weekends are the primary time for retreats. Most people desire accommodations for both Friday and Saturday nights. Our housing rates are based on people staying both Friday and Saturday nights. We will work to accommodate groups who desire to stay either Friday or Saturday night ONLY. There is an additional charge of \$15.00 per person for groups of 10 or less. Please contact the office for information.

Day guests joining groups staying overnight: Cost for guests joining an overnight group but not staying overnight is \$15.00 per day.

Day guests: Guest coming for the day will be charged \$15.00. Large Groups will be charged \$15.00 for first 10 guests, then \$10 for each guest over 10.

Meals: All houses have full kitchens. Group can prepare their own meals or have Il Ritiro's Kitchen Staff prepare them. Groups can choose to have as many or few meals as desired.
Continental Breakfast- \$7.00; Hot Breakfast \$8.00; Brunch-\$12.00; Lunch-\$10.00; Dinner-\$12.00

Description of Houses:

Hermitage at Transimeno: Up in the woods and on a pond this building is still a walkable distance to the chapel. The Hermitage is a one room retreat with a queen bed, small but full kitchen, bathroom with shower and private deck. Queen [one bed that could sleep 2] Bathroom: Shower

Hermitage at Mt. Subasio (Villa): In nature this building is just a short walk to the chapel. The Villa has two decks; full kitchen; living room; master bedroom, second bedroom, one bath, and laundry area. (Bedroom: queen bed & a twin; twin bed [total of 3 beds that could sleep 4]
Bathroom: Shower

Hermitage at Greccio (Cottage): This small one floor house is located just off the center of the main campus. The cottage has a spacious deck with umbrella table and chairs; full kitchen; living room; 2 bedrooms (Bedrooms: 2 twins; twin [total of 3 beds that could sleep 3] Bathroom: Shower

St. Francis House - Main House: Single story house located on the main campus. The house is next to the pool and close to chapel. It includes a kitchen, library, dining area, and lounge, 7 bedrooms, and 3 bathrooms. (Bedrooms: queen & twin; 2 twins; 2 twins; 2 twins; 2 twins; queen; twin [total of 12 beds that could sleep 14] Bathrooms: Shower; Tub/Shower; and Shower

St Clare House - Bunk House: Two story house located on the main campus close to chapel. The house has a kitchen with dining area, den, living room, 6 bedrooms, 4 bathrooms, and deck. (Bedrooms: queen & twin; queen; 2 twins; 2 twins; full & twin; 2 twins [total 11 beds that could sleep 14] Bathrooms: Tub/Shower; Tub/Shower; Private Shower; and Shower

St. Anthony House - White House (7975 Dittmer-Catawissa Road, Dittmer MO 63023) : Two story house located ³/₄ miles from main campus with huge front & even larger back yard, basketball hoop, extra long screened in front porch and up & lower decks in the back. This house has full kitchen with dishwasher; huge dining area; large living room with big screen TV, 2 bedrooms downstairs and 6 upstairs; 4 bathrooms. This is the largest house on equally large property. (Bedrooms: 2 twins; 2 twins; 2 twins; 2 twins; queen & twin; 2 twins; 2 twins; 3 twins [a total 17 beds that will sleep 18] Bathrooms: Shower; Shower; Tub/Shower; Tub/Shower

Reservation Deposits: We ask for a \$100.00 deposit for each of the smaller houses and \$150 for each of the larger houses. If a reservation is cancelled, deposit will be refunded if we are able to rebook.

Linens: We supply the bed linens, towels, pillows, blankets, and kitchen towels. We do not furnish towels for outdoor swimming or other uses. If our towels, linens are used for these purposes you will be charged to replace them. The replacement cost of linens used for other purposes than what they were intended will be charged to your bill.

Furniture and Furnishings: All of our houses are furnished with couches, chairs, tables, lamps to create a home life environment. We also provide extra chairs and folding tables in the larger houses. You may set up and move furniture to fit your needs. We ask that you return the furniture to original setting and to put away folding tables and extra chairs if used.

No Pets: Dogs, cats and other pets are not conducive to a retreat environment and some of our guests have pet allergies.

Damages: Guests will be charged for permanently stained linens and towels, broken furniture, damages to houses and/or the property.



Additional Services, Meeting Areas and Equipment:

Services, Meeting Rooms and Equipment: On each line list what is needed, day needed, rate and total. (Subject to availability)

Other Services:

Prayer Service	\$40.00 Minimum per service
Communion Service	\$40.00 Minimum per service
Spiritual Direction	\$40.00 Minimum per session
Input Sessions	Cost will depend on topic, length of presentation, and preparation time

Additional Spaces

Conference Room- St Louis IX	These spaces are generally available to our guests. When multiple groups are here, Il Ritiro will coordinate use of facilities.
Conference Room –San Damiano	
Our Lady of the Cedars Chapel	

Additional Equipment

DVD player, 42” TV, and Stand	\$25.00/day (San Damiano Conference Room)
TV with built in DVD player	\$25.00 – Can be moved to other locations.
Dry Erase Board/ Markers	No charge
CD player	No charge

On each line List Extra Meeting/Prayer Spaces or Services needed separately:

<i>(Example)</i>			
DVD/42”TV	Dec 24 & 25	<u>2days@ \$25.00</u>	\$50.00

GRAND TOTAL for Additions: _____
(Please add at the bottom of lodging contract)



IL RITIRO *Franciscan Retreat* MEALS AGREEMENT:

List each day on a new line, and number for each meal

Date	Day of the week	Continental \$7.00/person	Hot Breakfast \$8.00/person	-- Lunch -- \$10.00/person	-- Dinner or Brunch -- \$12.00/person
12/25	Example	5	0	10	5
Totals					

# of continental breakfast		at \$ 7.00=	\$		
# of hot breakfast:	at \$	8.00 =	\$		
# of lunch:		at \$ 10.00 =	\$		
# of dinner or brunch		at \$ 12.00 =	\$		
GRAND TOTAL			\$		

Meals are served: Hot Breakfast- 8:00 to 9:00 am; Lunch- Noon to 1:00 pm; Dinner- 6:00 to 7:00 pm.
A charge of \$25.00 will be added for each additional hour.

Our meal prices are based on preparing and serving six or more guests at each meal. For groups with less than six or for those who would prefer to have meals in one of the houses, meals will be prepared meals and delivered to the houses for warming and serving at your convenience. (If guests desire to make menu suggestions, additional cost may be added to listed prices.)

Special Diets:
 Type of Diet _____ Number of persons
 Type of Diet _____ Number of persons
 Type of Diet _____ Number of persons

Meal prices are based on preparing and serving six or more guests at each meal. For groups with less than six or those who prefer to have meals in one of the house, prepared meals will be in houses for warming and serving at your convenience. We work to accommodate your group’s diet needs; however an additional fee may be charged. Final meal count and special diets requests are due **two weeks** before arrival. Total Food cost is due when you arrive!

Signature of Group Representative

Signature of IL RITIRO *Franciscan Retreat*



IL RITIRO *Franciscan Retreat*
Contract for Lodging and Services

Date:
Contact Person:
Organization:
Organization Address:
City, State, Zip:
E-mail and Phone Number:
Reservation Dates :
Arrival Time: 3:00 PM Departure Time: Noon
House/Houses Reserved:
Number of guests:
Number of nights you are staying:

Housing: _\$
_____ Number of Day Guests: \$15.00 per guest for first 10 Guests: _\$
_____ then \$10.00 per Guests: _\$
Meals: _\$
Additional Services or Equipment: _\$
TOTAL DUE: _\$

DEPOSIT DUE BY _____ IN THE AMOUNT OF:\$

BALANCE DUE ON ARRIVAL:\$

Signature of Organization Representative

Signature of IL RITIRO *Franciscan Retreat*

We strive to keep our prices low so that as many people as possible can have retreat opportunities. We also offer scholarships for those in difficult situations. However, our prices DO NOT reflect the actual cost of operation. Things like maintenance of buildings, replacement of household furnishings, roads, and sidewalks are not covered by our fees. If you are able to donate, even a small amount, we appreciate your generosity

Donation: \$

Revised October 15, 2016