



## Anchor Retreat Center Reservation Form

Name		Date	Month / Day / Year
Phone #		Committee	(ANC Members Only)
Email		Team	(ANC Members Only)
Purpose		# of People	
Reservation	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> am   <input type="checkbox"/> pm            / / ( : ) -            Month Day Year         </div> <div> <input type="checkbox"/> am   <input type="checkbox"/> pm            / / ( : )            Month Day Year         </div> </div>		

**\*Fee for Facilities Usage :** \$30/Night ( One Day use also apply overnight use fee)

**\*Meal Charge:** \$8/Meal

1. All meal will be prepared by our kitchen staff. (Kitchen use is not allowed. We apologize for the inconvenience)
2. Meals will be charged by number of attendees regardless of whether or not meals are consumed.
3. For safety reasons, Anchor prohibits using portable gas ranges, stove, grill, or any explosive & flammable materials.

**\*Facility use rules**

1. We ask that the leadership inform the entire group with the facility use rules.  
The users are responsible to pay for any lost or damaged equipment.
2. Anchor is not responsible for any injuries, accidents incurred on site.
3. Consumption, or tobacco and is prohibited anywhere at Anchor.
4. Everyone is responsible for their own sleeping bag and toiletries.
5. Anything not mentioned above, follow general common sense rules and regulations.

**\*Fees**

1. A security deposit of 20% of your total amount (including meals) will be required 2 weeks before the reserved date.
2. Deposits are non-refundable.
3. Any remaining balance should be received when you check out.

**\*Payment Methods**

All payments and fees can be made by cash or check. Checks should be made out to "Anchor Retreat Center" and mailed to 36491 Bouquet Canyon Rd. Santa Clarita, CA 91390.

Total Fee	Deposit
Facilities Usage(\$                    ) + Meal charge(\$                    )=Total (\$                    )	(20% of Total Amount)
	\$

By signing below, you are agreeing to a security deposit of \_\_\_\_\_ dollars and that you understand and agree to the rules of facility use at ANCHOR Retreat Center.

Application	Date	Sign
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