

Print and mail completed form with non-refundable deposit (payable to *DeSales Center*) to:

DeSales Center • 1198 DeSales Drive • Brooklyn, MI 49230

If deposit not required, you can e-mail the form to mckenna@desales.org.

I. Building(s)

We want to rent (check all that apply):

- | | | | |
|---|---------------|---|-------------|
| <input type="checkbox"/> Lawrence Lodge | \$100 deposit | <input type="checkbox"/> Bailey Hall | \$0 deposit |
| <input type="checkbox"/> Vineyard Cabin | \$0 deposit | <input type="checkbox"/> Outdoor Adventure Course | \$0 deposit |
| <input type="checkbox"/> Blue Cabin (avail. 8/22) | \$0 deposit | <input type="checkbox"/> Other: _____ | |

For Holley Institute's Village Residence, Village Commons, and Art Center, please call 517-592-6283 or email maryann@holleyfv.org. For Hermitages and Welch Cottage, call 517-414-0784 or email mckenna@desales.org.

II. Group Information

Contact Person: _____ E-mail: _____

Sponsoring Organization: _____

Program or Group Name: _____

Street: _____

City, State, Zip: _____

Cell Number: _____ Work Number: _____

We are a Catholic school or parish youth group and request your discounted pricing.

III. Dates and Times:

Arrival Date: _____ Arrival Time: _____

Departure Date: _____ Departure Time: _____

IV. Meals (check one):

- We will cook for ourselves in the snack kitchen of Lawrence Lodge
- We are a Catholic high school or parish youth group ordering meals
- We are not a youth group but have made special arrangement for meals through Fr Ken.

If DSC is cooking:

What will be your first meal (e.g. Dinner Friday)? _____ Your last? _____

V. Housekeeping (check one):

- Our group will thoroughly clean the building(s) before departure.
- Our group will do light cleaning before departure (vacuum, sinks, mirrors, blankets, trash).
- We will pay to have the building(s) cleaned after we leave.

VI. Lawrence Lodge Linens (check all that apply):

- We will bring our own sheets and towels.
- Rent sheets (\$7 set, laundered by DeSales Center staff).
- Rent towels (\$7 set, laundered by DeSales Center staff).
- Make the beds before our arrival (\$7 extra per bed).

Please Note: Linens and towels are not provided in Vineyard Cabin, please bring towels, sleeping bag or sheets and blanket from home.

VII. Attendance

Expected number: Participants _____ Staff/Chaperones _____ Total _____

Circle Age of Group: High School College Adults