

Please read "Terms & Conditions" before reserving a building at De Sales Center

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

Holley Family Village ~ 1142 Ventura Dr. ~ Brooklyn, MI 49230

I. Building(s)

We want to rent (check all that apply, add deposits together for total non-refundable deposit):

- | | | | |
|---|---------------|---|--------------|
| <input type="checkbox"/> Family Village | \$100 deposit | <input type="checkbox"/> Outdoor Adventure Course | \$0 deposit |
| <input type="checkbox"/> Lawrence Lodge | \$100 deposit | <input type="checkbox"/> Village Commons | \$50 deposit |
| <input type="checkbox"/> Vineyard Cabin | \$50 deposit | <input type="checkbox"/> Art Center | \$50 deposit |

II. Group Information

Contact Person: _____ Email: _____

Sponsoring Organization: _____

Group Name: _____

Street: _____

City, State, Zip: _____

Contact Person's Phone # (w/ area code): _____

Organization's Phone # (w/ area code): _____

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 our building.
- Regular Meal Plan
- Value Meal Plan

* (For Lawrence Lodge) Volunteer(s) who will help with value meals: _____

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 (requires a few members of the group to stay after group leaves to finish the work, including floors, shower mats and stalls, etc.)
- Our group will do light cleaning before departure (50% of regular cleaning fee – your group vacuums, straightens up, folds blankets, clean sinks and mirrors only)
- We will pay to have the building(s) cleaned after we go (100% Fee)

VI. Linens (check all that apply):

- We will bring our own sheets and towels
- Rent sheets (\$2 set, laundered by our group at Brooklyn Laundromat)
- Rent sheets (\$6 set, laundered by De Sales Center Staff)
- Rent towels (\$2 set, laundered by our group at Brooklyn Laundromat)
- Rent towels (\$6 set, laundered by De Sales Center Staff)
- Make the beds before our arrival (\$6 extra per bed)

VII. Attendance

Expected number: Participants _____ Staff/Chaperones _____ Total _____

Circle Age of Group: High School _____ College _____ Adults _____

**This pertains to Lawrence Lodge ONLY (If you have selected "Value Meal Plan," for the Lawrence Lodge, please bring 1-2 volunteers to help with the meals. However, do not count them as their room and board are free.)*