



RESERVATION CANCELLATION POLICY

We realize that sometimes even the most airtight plans can change, and we will do our best to be flexible if you should have to cancel your reservation unexpectedly. We will always work with your group on rescheduling your reservation and will be happy to transfer your deposit in full to hold an alternate date for your retreat.

Most groups schedule retreats months in advance and it can be difficult to fill dates that open up with less than 30 days notice. Since we still incur costs associated with retreat cancellations, we have adopted the following policy to handle reservation cancellations:

- If your group is unable to attend the retreat in which you originally registered, you may reapply your entire deposit to secure an alternate date as long as that date is within 12 months.
- If you cancel your reservation at least 30 days prior to the start of your retreat, your deposit will be refunded, less a \$50.00 registration cancellation fee to cover our administrative costs.
- If you cancel your reservation less than 30 days prior to the start of your retreat you forfeit all of your deposit.

This policy is intended to support you in keeping your commitments, and is not intended as a penalty. If you have special mitigating circumstances, please discuss with us by phone (502) 255-7676 or email at Susan@agapewilderness.com

I have read and understand the above policy. By signing this document, I agree to abide by the terms of this cancellation policy.

Signature: _____ Date: _____

(PLEASE SIGN AND RETURN WITH DEPOSIT CHECK)