



# One Life Winter Retreats

## Group Registration Instructions and Policies



### Introduction

Thank you for considering registering for a One Life retreat at Covenant Point Bible Camp! One Life retreats are created through a partnership between Central Conference ECC youth workers and Covenant Point Bible Camp. This approach to program design helps to ensure that retreats are sensitive to the specific needs and culture of the churches in attendance. One Life endeavors to create set-apart experiences for reflection, community-building, stillness, worship, spiritual formation, and play, in which participants are afforded the often rare opportunity to be fully present with God and others. Our hope is that participants would be better equipped to know God, themselves, and their others more deeply – and thereby live more fully into their God-given identity and serve more faithfully in the Kingdom of God. The following instructions will assist you in registering your church for One Life. Please read the material carefully, as you are responsible for understanding the content. Contact us with any questions!

### Registration Instructions

**Step 1: Choose your weekend via Google Form at [www.cpbpc.com/onelife](http://www.cpbpc.com/onelife). (ASAP)**

Registration will be handled on a first-come, first-served basis, based on your group numbers estimate. CPBC will reply with 1) a "Confirmation Email," and 2) a "Retreat Contract."

**Step 2: Return your Retreat Contract with full deposit (\$30/participant). (ASAP)**

Participant spaces are not guaranteed until deposit and contract is received by CPBC.

**Step 3: Promote the weekend at your church. (ASAP)**

Hang posters, show videos, and distribute registration forms.

Visit [www.cpbpc.com/onelife](http://www.cpbpc.com/onelife) for promotional resources, "Participant Registration Form," and updates.

**Step 4: Submit Group Registration Form\*\* to CPBC. (ONE MONTH prior to your retreat)**

**Step 5: Submit Participant Registration Forms to CPBC. (ONE WEEK prior to your retreat)**

Please ensure that each participant fills it out his or her form *completely*, including dietary needs.

**Step 6: Submit FULL PAYMENT to CPBC. (UPON ARRIVAL)**

### Registration Policies

**Payment:** Full payment is due upon arrival; your deposit reserves your spaces and is due with your Retreat Contract. On your "Retreat Contract" you will have a "guaranteed minimum" of spots; this means that you will be responsible to pay the FULL registration amount for that many spots. Retreats fill on a first come, first served basis.

**Housing:** Groups will be housed based on availability and may share housing with other church groups.

**Leaders:** Groups are required to bring at least one leader for each 6-8 students of each gender.

**Cancellation:** Groups are responsible to pay in for their guaranteed minimum listed on their contract. Medically-necessary cancellations will be refunded completely, less the \$30 deposit, and must be accompanied with a physician's note.

**\*\*Group Registration Form:** The "Group Registration Form" locks in your gender breakdown for spaces reserved, and will be used to place you in housing. Your total number of participants may not exceed the number indicated on your contract. Groups can replace a non-attending participant with a new participant of the same gender at any time without penalty, so long as new registration information is submitted to CPBC. Groups can replace a non-attending participant with a new participant of another gender **ONLY** if space allows; if space is not available for the new participant of a different gender, the group is still responsible to pay for the non-attending participant. Contact CPBC immediately if your group registration changes for any reason.

**Questions may be directed to either:**

Covenant Point Bible Camp Program Manager, Dustin Johnson at [dustin@cpbpc.com](mailto:dustin@cpbpc.com) or (906) 265-2117

- or -

One Life Committee Chair, Colby Mecher at [colbymiles@gmail.com](mailto:colbymiles@gmail.com)

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