**Family Retreat Registration Guide**

Call Eastover (1-866-264-5139) or Family Retreat Manager (Jonathan: XXX-XXX-XXXX)

for additional assistance with registration

*Please bear with us when registering for this inaugural family retreat, as Eastover’s registration process is designed with individuals, rather than families, in mind. Next year the family retreat will have its own registration page. Thank you!*

**1. All rates include room and board. With 2 exceptions, rates are per person.**   Exceptions: for the room descriptions "For 2 people, including 2 meal plans, 1 queen/ king size bed”, rates include meals for two people.

2. **For “Number of Bookings”**, enter ….

3. **Registering children:** Note ages, gender, & number of each child in the “Special Instructions” section of registration. Children 13 years and under are half-price.

4.**Shared rooms:**  For room descriptions noting “shared room”, we can do the matching or you can note friends you wish to share a room with in the “Special Instructions” section.

5. **For parties of 2 wanting separate beds in a private room,** click the “2 person shared deluxe room, double size beds” option. Register each person separately. Note in the “Special Instructions” section the name of the person you are rooming with.

6.  **For parties of 3 or more,**note in the “Special Instructions” section the names of each member of your party and ages & gender of children.

7. **PAYMENT**: Enter your credit card information on the registration page. **You will only be charged a $50 deposit.**Eastover will send a follow-up email noting your balance and payment options and instructions.

7. For “Children Package”, enter ….

We look forward to serving you!