**Good Works**

**Work Retreat Application**

**Spring and Fall Work Retreats/**

**Weekend and Weeklong**

Prior to filling out this application, please call us at 740-594-3336 and or email us at email@good-works.net in order to discuss the dates you would like to come. Then fill this out with the best information you have available and send it to us by the date requested. You will be notified by email when your application and deposit have been received and approved. By submitting this application you are confirming that you have read the material on the website and have an understanding of Work Retreats.

**Group Information:**

Sponsoring Church or Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leader/Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated Volunteer Participation: Total Group Size \_\_\_\_\_\_\_\_\_

 Adults \_\_\_\_\_\_\_\_\_ College Students \_\_\_\_\_\_\_\_\_ Youth \_\_\_\_\_\_\_\_\_

 Male \_\_\_\_\_\_\_\_\_ Female \_\_\_\_\_\_\_\_\_

Are there any special needs that we should be aware of for your group? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Retreat Information**

Dates Requested for Work Retreat \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there any particular types of projects that you would like for your group do on behalf of Good Works? ­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Commitments

We ask each group participating in Summer Service make the following commitments:

* A Requested Donation of $3,500 ($200 per additional person)
* A minimum group size of 15 people
* A full week of service beginning on Sunday and ending on Saturday
* Provide a supervision ratio of 1 adult for every 4 youth

Out of the $3,500, we request a non-refundable deposit of $500 with this application to reserve the week you are requesting for a Summer Service Work Retreat.

Is your deposit included with this application? Yes \_\_\_\_\_

No \_\_\_\_\_ Please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We request that $1,500 of the remaining amount be sent to us by June 1. Add $100 per additional group member. This deposit is also non-refundable after it is received.

During your week with us, you will be the Sponsoring Group for ***Friday Night Life***. You can get more information about this event by clicking [here](http://good-works.net/friday-night-life/). After the Work Retreat is set up, we will contact you about the details for Sponsoring Friday Night Life.

The Team Profile is due about 2-3 weeks prior to your scheduled Work Retreat. This can be emailed to email@good-works.net

The Volunteer Releases and remaining balance of the Requested Donation can be mailed to us or brought with you and given to us when you arrive. Please make copies of the Volunteer Releases, one copy kept by you and the other given to Good Works.

Please make your checks payable to Good Works (indicate Work Retreat in the memo line). This can be mailed to Good Works, PO Box 4, Athens, OH 45701.

**Change of Leadership**

We are making the assumption that the person who completes this form is the primary leader and contact person for your group. If it becomes necessary for a leadership change to take place, it is imperative that you contact us by phone (740-594-3336) to discuss this change. It will then be necessary for the new leader to contact us to ensure that the transition of leadership is smooth and will not affect the experience of your Work Retreat with us.

**Cancellation Policy**

Deposits are non-refundable. If you find that you are not able to meet the 15-member minimum or some unforeseen circumstances have arisen to prevent you from coming, please talk with us about your situation. It is a hardship on our staff and interns as well as the people we are seeking to serve for a group to cancel. By submitting this application, you are saying that you believe you have a group of at least 15 people who can come out to serve. It is on that basis that we are planning the ministries of Summer Service.

**General Information**

How did you hear about Good Works and our Work Retreat opportunities? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you participated in a Good Works’ Work Retreat before? Yes \_\_\_\_ No \_\_\_

*Note: Any volunteers seeking class credit, community service hours or internship credit must request this in writing, in advance through our application process. We will not sign off on any volunteer time that is required for class credit, community service, scholarship or internship credit after it is completed,* ***unless it is approved in advance.***Please make sure your group members are aware of this.