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GROUP GUIDELINES & CONDITIONS

October 1, 2018

CONCEPT OF CO-FACILITATING:

- ❖ Archangel Michael has made it clear to us that Angel Valley is to co-facilitate together with the visiting facilitator, rather than just providing a facility. This means that Angel Valley is to give a 3-part presentation during all Group Events. Each component is designed to enhance the entire Angel Valley Experience, supporting both the facilitator and the group participants in making their own unique contact with the sacredness of the land, and with the subtle energies and less visible presences.
- ❖ The 1st part is a brief welcoming with some practical details during or after the first dinner, presented by Amayra.
- ❖ The 2nd component is presented by Amayra in the form of an introductory *Vortex / Angel Talk and/or Walk*. The main focus is to become familiar with the concepts and with the land. Duration about 1 hour.
- ❖ The 3rd part by Michael takes about 1 hour. It entails *A Journey into the Intention and Focus of Being at Angel Valley*. The format is an organic sharing based upon the energy of the group.
- ❖ The facilitator determines when these presentations best fit in their schedule.
- ❖ In case a facilitator desires a more extensive format of the aforementioned presentations or a more comprehensive participation in the facilitation of the overall program, this can be arranged at an additional charge.

SPECIFIC GROUP PRICING INFORMATION:

- ❖ The group rate is all-inclusive, is \$555.00 per person for 4 days / 3 nights. This rate includes: accommodations, vegetarian / vegan meals (dinner on day of arrival, 2 days with 3 meals, breakfast on day of departure), use of one group meeting facility, and 3 presentations by Angel Valley staff as mentioned above.
- ❖ For group events of more than 4 days/3 nights the additional nights are \$200.00 per day/night per person.
- ❖ All pricing is based upon shared accommodations: 2 persons per room or cottage in single beds. King size beds for couples are available in some rooms and cabins.
- ❖ For single occupation there is an additional charge of \$52.00 per night. Availability depends on the size of the group. Therefore, reservations for a private room or cottage cannot be guaranteed until the day of arrival.
- ❖ Each room or cabin has its private bathroom, attached for the rooms, not attached for the cabins.
- ❖ Group participants who stay off-site pay \$377.00 for a 3-night event with meals included or \$133.00 per day/night.
- ❖ For extra nights before or after the group retreat, participants pay a discounted rate of \$111.00 / \$122.00 per night. Meals are not provided. In case meals are available they are charged \$15.00 for breakfast, \$20.00 for lunch, \$25.00 for dinner. Participants make their extended stay reservations and payments directly with Angel Valley's office.
- ❖ With 10 or more paying participants, the facilitator is complementary.
- ❖ For 18 paying participants, two facilitators are complementary. They will share one room or cabin.
- ❖ With 9 or fewer paying participants the facilitator pays \$144.00 per day/night.
- ❖ A co-facilitator, if not complementary because of 18 paying participants, pays \$144 per day/night.
- ❖ For a group of 6 or fewer, different arrangements have to be made.
- ❖ The facilitator is invited to spend an extra day/night before or after the retreat as our guest. No meals provided.

Facilitator's Initials indicating understanding and acceptance: _____

GENERAL GROUP INFORMATION:

- ❖ For images and descriptions of Angel Valley's facilities and services visit our website www.angelvalleysedona.com.
- ❖ Group events start after 1:00 PM on the arrival date and end at 11:00 AM on the departure date. Using the Angel Valley facilities for event purposes after 11:00 AM on the day of departure requires additional arrangements.
- ❖ A group will use the Crystal Hall as their meeting space.
- ❖ Participants register with the facilitator. The facilitator receives the participant's payment. Angel Valley receives payment from the facilitator. Additional nights before or after the event are arranged directly with Angel Valley.

SHARED USE of ANGEL VALLEY:

- ❖ Group participants are sharing the facilities of Angel Valley with other Individual Guests, or Day Visitors, except for their designated meeting space, which is exclusively for use by the group, and the assigned rooms, cabins and bathrooms.

MEETING FACILITY see www.angelvalleysedona.com/pages/meeting.html:

- ❖ **Crystal Hall** is 32 x 34 ft = 1100 sq. ft. (9.6 x 10.3 m = 99 square meters), seats up to 120 auditorium style, and provides space for up to 40 in yoga, movement, or dance. It is a comfortable group work space for 20-40. The room currently has a concrete floor with in-floor heating and is air-conditioned. There is sound equipment.

MEALS:

- ❖ **Vegetarian / Vegan / Raw Living meals** are served. The food is organic to the highest possible degree, is non-GMO, is freshly made, and does not contain soy, refined sugar, spinach or other questionable ingredients. Our food choice is based on our focus to serve high vibrational food, that is most conducive for the work a group will be doing during their stay at Angel Valley.
Please, visit www.angelvalleysedona.com/pages/dining/dining.html.
- ❖ **Dietary needs**, like gluten free are honored. Please, communicate in advance.
- ❖ **Drinks** (water, teas and coffee) are available during meals.
- ❖ Meals are served **buffet style** in the Angel Lodge dining room.
- ❖ **Mealtimes** are determined in the contract. Facilitators are expected to honor the pre-arranged times.
- ❖ Around two weeks prior to the event, menu preferences and specifics on dietary needs must be determined by submitting the **meal questionnaire**.
- ❖ **Teas** can be made available in the Crystal Hall. **Snacks** between meals are provided by the facilitator, if desired.

MISCELLANEOUS:

- ❖ Facilitators are invited to promote their event via the Angel Valley website, including a reciprocal link exchange, after receipt of the signed contract, initialed Guidelines and Conditions (please, keep copies) and first payment. Please, provide information on your event and photo material.
- ❖ We highly encourage the facilitator to take advantage of our invitation to enjoy a complementary day and night's stay before their event, to get in tune with the energy of the land, or to enjoy the integration of their work.
- ❖ If an extended stay is not possible, the facilitator must arrive at least two hours before the expected arrival of participants.

ADDITIONAL OPTIONS FOR A GROUP, MADE AVAILABLE AT EXTRA CHARGE:

- ❖ **Fire Ceremony:** \$200.00 for each ceremony. With 16 or more participants the fee is \$13 per person. The fire is prepared and maintained, seating arranged. A scheduled fire ceremony has to be approved by Angel Valley management on the chosen day. If weather conditions do not allow a fire, an alternative water ceremony is offered.
- ❖ Other activities and requests facilitated by Angel Valley staff will be addressed on an individual basis.

Facilitator's Initials indicating understanding and acceptance: _____

ANGEL VALLEY HOLISTIC HEALING SERVICES:

Some Facilitators schedule free time within their group program to allow for participants to integrate their experiences through Individual Services. In this free time Angel Valley Holistic Healing Services can be made available, most services arranged in advance. Scheduling of sessions is organized by Angel Valley Staff. Payment is directly to Angel Valley.

Angel Valley Services for Individuals:

One hour session – Fee \$144. Sessions of 1.5 hours are \$188.

Vortex & Angel Connection Walks - 2 hours for 1 or 2 persons, \$188. Additional persons \$44. 5 or more \$44 per person.

In several of the sessions offered, the practitioner combines a number of the modalities listed below.

<i>Affirmations</i>	<i>Channeled Writing</i>	<i>Massage</i>
<i>Angel Connection</i>	<i>Counseling</i>	<i>Mayan Signature</i>
<i>Angel Healing</i>	<i>Crystal Skulls</i>	<i>Reiki</i>
<i>Aura Healing</i>	<i>Grief Guidance</i>	<i>Sound Therapy</i>
<i>Body/Energy Work</i>	<i>Intuitive Coaching</i>	<i>Vortex Experience</i>
<i>Breath Work</i>	<i>Labyrinth-Guided</i>	<i>Vortex Healing</i>

For the most updated available options, see our website www.angelvalleysedona.com/services.html

STEPS TO MAKE YOUR RESERVATION AFTER COMMUNICATION WITH ANGEL VALLEY

❖ **Application form**

1. Fill out form and submit to Angel Valley.

Contract Agreement:

1. Terms & Conditions are subject to change until the contract has been signed and the first payment is received.
2. Requested dates and quoted rates are guaranteed upon receipt of signed contract, initialed Guidelines & Conditions, and the first payment.
3. Your reservation is based on the number of expected participants, as listed on the Contract.
4. Initial estimates are subject to change as participant numbers and other conditions may evolve.
5. Facilitators receive an Addendum to Contract, for review and signature that reflects changes to the contract. Any updates that affect the reserved lodging spaces should be passed on as soon as possible.

❖ **Payments**

1. Payments for events are made in installments and are detailed in the contract.
2. The 1st payment is 20% of the total contract amount, with a minimum of \$1,000, and is due upon signing of the contract.
3. The 2nd payment is 33% of the total contract amount and is due 45 days prior to the arrival date.
4. The 3rd and final payment takes place on the day of arrival, based on the final number of participants.

❖ **Cancellation Policy**

1. All payments are non-refundable. However, cancelled events can be rescheduled within one year.
2. Your payments up to that point, minus the initial 20% fee, will be applied to the new scheduled event.
3. An additional payment will be required prior to establishing a new event date.
4. Cancellations within 30 days of the scheduled event are not eligible to be rescheduled.
5. In case of a cancellation by Angel Valley, there will be a 100% refund of any amounts paid.

❖ **Required Paperwork**

1. Completed Application
2. Signed contract and the Guidelines & Conditions initialed and signed.
3. Completed Meal Questionnaire.
4. Schedule of the group's agenda, so Angel Valley can best schedule housekeeping, etc.
5. Signed Acceptance of Responsibility for each participant and facilitator.
6. Participant List for room assignments, including special requests like roommates or bathroom needs.

Facilitator's Initials indicating understanding and acceptance: _____

CHECK-IN AND CHECK-OUT

Check-in:

- ❖ Check-in is from 1:00 PM to 5:00 PM on the group's day of arrival. Angel Valley's gate closes at night, yet is not locked. For late arrivals, please, notify the office and have a cell phone number available.
- ❖ Facilitators, together with Angel Valley staff, are checking in group participants.
- ❖ Angel Valley staff will assist guests with their luggage and guide them to their accommodations.

Check-out:

- ❖ Check-out is at 11:00 AM unless other arrangements have been made.
- ❖ Facilitators and participants are requested to evaluate their stay by filling out an evaluation form. We appreciate you sharing any comments, including constructive criticism, to improve our services.
- ❖ Before leaving the premises, we require facilitators to contact the office.

WHAT TO BRING:

- ❖ Flashlight - outdoor lighting is minimal, honoring our famous Arizona clear night sky.
- ❖ Water bottle.
- ❖ Clothing in layers – evenings/mornings can be cool, with wintertime temperatures in the 20's (November thru March).
- ❖ Comfortable / hiking shoes - slippers / socks for inside the buildings.
- ❖ In the summer (April thru October): bathing suit and bathing towel for swimming in the creek - sun hat & sunglasses.

OTHER GENERAL GUIDELINES:

Some basics:

- ❖ Cell phone reception is limited. Telephone is available in the Angel Lodge/Dining Room (928) 634-4450.
- ❖ The office can be reached any time at (928) 634-1320. Messages can be left if the phone is not answered.
- ❖ Wi-Fi is available only in or near the office, not in the rooms or in the cabins.
- ❖ For directions, map, or shuttle costs & schedule see: www.angelvalleyseona.com/contact.php

Respecting the Sacredness of Angel Valley's Land, Intention, Energy and Environment:

- ❖ No smoking, alcohol, marijuana or other recreational drugs, or fire arms are permitted on the premises at any time.
- ❖ No scented candles, incense, scented aerosol products, perfumes, aftershave, heavily scented lotions, oils and soaps, out of consideration for individuals with sensitivities.
- ❖ The bathrooms contain environmentally friendly shampoos and soaps, and a hairdryer.
- ❖ No fires without permission from Angel Valley staff. Be extremely cognizant to prevent wild fires.
- ❖ Limited driving on the premises, only for loading purposes. Parking in designated areas only.
- ❖ Facilitators must ensure that their participants are familiar with and comply with the house rules of Angel Valley.

Awareness of the Land, the Climate & the Environment:

- ❖ Angel Valley is a close-to-nature facility. Prepare emotionally and practically. We share the environment with plant and animal life. Should you encounter a scorpion, tarantula, snake (which is not common, yet possible) or other native wild animal, we invite you to contemplate the message or gift it is offering you. In the rare case you are bitten or stung, please notify the office for First Aid procedures.
- ❖ Sedona is high desert country. **Drink lots of water.** Guard against over-exposure to the sun.
- ❖ Inform yourself of dressing needs in desert climate in Arizona, both in summer and winter, where the day and night temperatures are usually far apart. Dress in layers!
- ❖ The water from all the taps comes from our wells and is excellent for drinking.
- ❖ Recycle as much as possible. Please, re-use water bottles and cups.

Facilitator's Initials indicating understanding and acceptance: _____

Liability:

All Facilitators and Participants are required to sign a Acceptance of Responsibility prior to or upon arrival!

Angel Valley cannot be held liable for any direct or indirect claim, incident, loss, or damage to your person, your personal belongings, or your vehicle.

I have read, I understand, and I agree to these Guidelines, Terms and Conditions!

Please, return this document with your initials, together with the Signed Contract.
Keep a copy for yourself!

Dated: _____

Dated: _____

Name of Facilitator
Facilitator for:

Michael Hamilton, General Manager
Angel Valley Sedona