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GROUP GUIDELINES & CONDITIONS

January 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 welcoming with practical details during or after the first dinner, presented by Amayra.
- ❖ The 2nd component is led by Michael. It entails *A Journey into the Intention and Focus of Being at Angel Valley*, which may include revealing underlying belief systems within the group. The format is an organic sharing based upon the energy of the group. This part takes about 1 hour.
- ❖ The 3rd part 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 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, based on a 4-day/3-night minimum and is \$500.00 per person for 4 days / 3 nights. This rate includes: accommodations, vegetarian / vegan / raw/ living food 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 \$175.00 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 \$40.00 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 \$320 for a 4-day/3-night event with meals included, \$115.00 per day.
- ❖ For extra nights before or after the group retreat, participants pay a discounted rate of \$144.00 per person with all meals included, \$104.00 with breakfast only, \$15.00 for an additional lunch and \$25.00 for an additional dinner. Participants make their extended stay reservations directly with Angel Valley's office.
- ❖ The stay of one facilitator is complementary when there are 10 or more paying participants.
- ❖ In case of 9 or fewer paying participants the facilitator pays \$144.00 per day/night.
- ❖ For 18 paying participants, two facilitators sharing one room are without charge.
- ❖ The main facilitator is invited to spend an extra day/night before or after the retreat as our guest.

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 either the Crystal Hall or the Light House as their meeting space, depending on the size of the group, on their preference, and on which space is the most appropriate for their program.
- ❖ 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 FACILITIES see www.angelvalleysedona.com/pages/aboutus/facilities/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.
- ❖ **Light House** 22 x 13 = 286 sq. ft. meditation room provides an intimate setting, and seats 14 comfortably.

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. The meals reflect 'The Ultimate Nourishing Experience'. Our food choice is based on the desire to serve high vibrational food. This provides the optimal condition to support the reason why a guest has come to Angel Valley. Please, visit www.angelvalleysedona.com/pages/services/meals.html.
- ❖ **Dietary needs**, like gluten free are honored. Please, communicate in advance.
- ❖ **Drinks** are available during meals and throughout the day.
- ❖ 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.

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 after the event, to enjoy the integration of their work. Meals are included if prearranged.
- ❖ 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, or \$13 per person. The fire is prepared, seating arranged. A scheduled fire ceremony has to be approved by Angel Valley management on the scheduled day.
- ❖ Other activities and requests facilitated by Angel Valley staff will be addressed on an individual basis.

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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, 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 take 2 hours for 1 or 2 persons are \$188, with \$44 for additional persons.

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

Affirmations

Angel Connection

Angel Healing

Aura Healing

Body/Energy Work

Chakra Balancing

Channeled Writing

Counseling

Crystal Skulls

Grief Guidance

Intuitive Coaching

Labyrinth-Guided

Massage

Mayan Signature

Reiki

Sound Therapy

Vortex Experience

Vortex Healing

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 40% of the total contract amount and is due 45 days prior to the arrival date.
4. The 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 initialed Guidelines & Conditions.
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. 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 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.
- ❖ Wifi 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.angelvalleysedona.com/contact.php

Respecting the Angel Valley environment:

- ❖ No alcohol, drugs, smoking, or fire arms are permitted on the premises at any time.
- ❖ Please, be considerate of individuals with sensitivities by not using scented candles, incense, perfumes, aftershave, scented aerosol products, heavily scented lotions, oils and soaps.
- ❖ 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, or snake, (which is not common, yet possible), 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.
- ❖ The water from all the taps comes from our wells and is excellent for drinking.
- ❖ Recycle as much as possible. Please re-use your water bottles.

Facilitator's Initials indicating understanding and acceptance: _____

Liability:

All Facilitators and Participants are required to sign a Waiver/Release of Liability and 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 the 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