

Shouldn't you
be seeking



The logo features a green wavy line above the text. 'Sanctuary' is in a green script font, with 'RETREAT' in small blue capital letters below it. 'MISSION BEACH' is in blue capital letters below that. 'yoga' is in a large, bold, yellow sans-serif font at the bottom.

*Sanctuary Retreat is an accredited
Eco-lodge set in the heart of
lush tropical rainforest
at Mission Beach,
N. Queensland.*

Bookings

Sanctuary has designed a flexible deposit's policy, below, to enable you to suit and control the bookings from your clients. Whilst the policy at first glance may look a bit complex, it allows you the freedom to keep tailoring your accommodation selection to your clients bookings and makes sure that you only pay for what accommodation you actually use.

You can estimate the accommodation you think you will need for your retreat students.
i.e. 3 Deluxe Canopy Cabins, 3 twin Rainforest Huts and 4 double Rainforest Huts.

You are then free to book to fill this selection. One month prior to your retreat we will ask you to let us know what confirmed bookings you have and will ask for a further deposit to confirm only the rooms that have been booked. This means that you will only pay for the rooms actually booked by your participants. At any time you can add extra rooms to your reservation by securing them with the appropriate deposit, subject of course to availability at Sanctuary.

Deposit Policy

Sanctuary's booking deposits policy for retreats follows.

To make your provisional reservation a deposit equal to 20% of all estimated accommodation is required. This deposit is non-refundable, though changes to the accommodation selection are permitted subject to availability. At any stage it is possible to add accommodation reservations subject to availability.

One month prior to your retreat we require a further deposit equal to 25% of all booked accommodation. This deposit is non-refundable. At this stage all booked accommodation will be confirmed and unbooked accommodation from your provisional selection will be cancelled.

Additional reservations can be added to your booking after this time, though availability must be checked with us, before confirmation is given to your clients. All additional bookings will be subject to the 25% non-refundable deposit.

We will require all remaining payment in full one week in advance. In the event of cancellation of the retreat after this stage, we will refund 75% of the retreat centre hire. If the rooms are re-sold the full price deposit for the corresponding room will be refunded, less a \$15 dollar handling fee per room.

You can pay by either cheque, direct deposit or forward your credit card details by e-mail, phone or fax. Sanctuary accepts Visa, Mastercard, Bankcard, American Express and JCB. Please note that for American Express and JCB a 2% surcharge applies.



UNIQUE YOGA RETREATS & ECO-LODGE



*Sanctuary Retreat is an accredited
Eco-lodge set in the heart of
lush tropical rainforest
at Mission Beach,
N. Queensland.*

Administration of Bookings

We can appreciate that for many Yoga Schools there is limited time to manage the complexities of organising a Yoga Retreat. For a small fee (generally around 5% of the booking price) Sanctuary can field inquiries on our free-call 1800 telephone number, take bookings or secure web server bookings and credit card payments, advise on travel arrangements, what to wear, what to bring, what to expect etc etc. It's what we do, so you can be assured that your students will receive prompt and courteous attention. At the end of the retreat we will issue you with a cheque for the tuition component of the retreat less your own personal expenses. It's that simple, all that we require, once you book your retreat, is the daily programme.

The Sanctuary yoga retreat information sheet will give your participants helpful information about Sanctuary Retreat and how to get here, we recommend giving each student a copy as they book. It will also assist in the planning of your retreat. Visit www.sanctuaryretreat.com.au/yogaretreatinfo.pdf to download the information sheet

Discounts & Commission

Commission on Accommodation

The commission on group bookings we can offer on a two night minimum will change at different times of the year (offer excludes public holidays). All commission would apply to all accommodation occupied by your participants during the retreat and would be payed as a credit against your own expenses here (accommodation and food);

- **Feb to May** - For a booking of over 10 rooms, 15% commission of the accommodation costs. For a booking between 5 - 10 rooms this will be 10%. Less than 5 rooms would be 5%.
- **Oct to Jan** - For a booking of over 10 rooms, 10% commission on the accommodation costs. For a booking between 5 - 10 rooms this will be 5%. Less than 5 rooms would not qualify for commission during this period.
- **June to Sept** - For a booking of over 10 rooms, 5% commission on the accommodation costs. Less than 10 rooms would not qualify for commission during this period.

Yoga Room Hire

- 25% discount for group of 15 or more participants.
- 50% discount for group of 20 or more participants.
- 75% discount for group of 30 or more participants.
- Free if all accommodation is booked with at least 75% of full person occupancy.

Facilitator Discounts

As Facilitators you will receive a 50% discount on your accommodation at Sanctuary during the retreat, as well as 20% off food and beverages from the Sanctuary restaurant and bar. This will be in addition to any credit gained from commission on accommodation.

UNIQUE YOGA RETREATS & ECO-LODGE