

Harvest of Hope

Hands-On Service/Study Events

Cancellation and Reservation Policy:

Harvest of Hope greatly appreciates that you have chosen our mission trip. We look forward to being in service with you. Please take a moment to review the reservation/cancellation policy, initial and sign below acknowledging you have read and understand the policy. We understand how difficult it is to schedule a mission trip like this. It is our goal to be as clear as possible about our policies and procedures.

After you receive your confirmation letter and deposit, your event has been reserved. We want to ensure that as many participants as possible have the opportunity to attend Harvest of Hope, so please be realistic with your initial estimate and deposit. You are able to add participants later as space allows.

Registration Fees

- A \$100 per participant deposit must be received to hold your reservation spot for all Harvest of Hope events.
- Your reservation is on a first come first serve basis until we receive your deposit. This means you can lose your spot if a deposit is not received.

Participant Information

- Detailed participant information is due 45 days prior to the start of the event. This includes t-shirt sizes and dietary restrictions. This information is vital to have ahead of time for planning purposes and a delay could result in Harvest of Hope being unable to meet your requests.
- Each group that brings both male and female youth must have at least one male and female chaperone. A youth is classified as any person under the age of 18. An adult chaperone should be at least 23 years old. Young adults ages 18-22 are welcome to attend with your group, but cannot count in your chaperone total.
- The chaperone to youth ratio is 1 adult to 7 youth. All adults (18 and over) will need to be background checked by the Society of St. Andrew.
- Groups are responsible for their transportation to and from work sites and activities throughout the event.

Balances

- Due 45 days prior to the event start date.
- The entire balance is due at time of registration if registering less than 45 days prior to event

Refunds

- The deposit is non-refundable but can be transferred to a different event up to 45 days prior to the registered event start.
- If you need to cancel after 45 days prior to the start of the event, the deposit (or equivalent of \$100/person registered) will be non-refundable or transferable. The remaining funds can be applied to a future Harvest of Hope experience.

Please sign below and return to Harvest of Hope as soon as possible. Your group's registration will not be complete until this form is returned to us, signed and dated. If you have any questions please contact the Harvest of Hope Director, Tresca McSwain, at 540-707-6513 or hoh@endhunger.org.

☐ I accept the terms of the Harvest of Hope Cancellation and Reservation Policy and will honor this agreement.
(This form must be signed/initialed and returned along with the deposit in order to secure your reservation with Harvest of Hope).

Group name: _____

Signature of Team Leader

Date