Circle Lake Retreat Center  
FY 18 Fee Schedule  

Every effort will be made to accommodate your request for specific buildings and houses. However, we reserve the right to assign or reassign buildings as determined by occupancy levels or maintenance demands.

<table>
<thead>
<tr>
<th>HOUSES</th>
<th>Capacity</th>
<th>Costs</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Houses 01-12</td>
<td>Overnight use</td>
<td>sleeps 05 - 09 persons</td>
<td>$165.00 - $230.00</td>
</tr>
<tr>
<td>Houses 01-12</td>
<td>Day Use</td>
<td>01 to 10 persons</td>
<td>$160.00</td>
</tr>
<tr>
<td>Houses 15-17</td>
<td>Overnight use</td>
<td>sleeps 12 - 15 persons</td>
<td>$320.00 - $390.00</td>
</tr>
<tr>
<td>Houses 15-17</td>
<td>Day Use</td>
<td>12 to 20 persons</td>
<td>$290.00</td>
</tr>
</tbody>
</table>

**ST FRANCIS HALL**  
Capacity 100 persons indoors plus 20 outdoors

- **Weekday Mon-Thur**  
  Day Use up to 50 persons, $6.00 pp additional guests  
  $290.00 per day  
  9:00 am check in, 3:00 pm check out

- **Weekend Fri-Sat**  
  Day Use up to 50 persons, $6.00 pp additional guests  
  $290.00 per day  
  9:00 am check in, 3:00 pm check out

**Coffee/Tea Service**  
Required fee per person per day  
$1.25 pp per day

**Personal Cook Team**  
Required Fee  
$275.00

**ST VINCENT DE PAUL HALL**  
Capacity 64 persons indoors plus 20 outdoors

- **Weekday Mon-Thur**  
  Day Use up to 50 persons, $6.50 pp additional guests  
  $290.00 per day  
  9:00 am check in, 3:00 pm check out

- **Weekend Fri-Sat**  
  Day Use up to 50 persons, $6.50 pp additional guests  
  $290.00 per day  
  9:00 am check in, 3:00 pm check out

**HOLY FAMILY CONFERENCECTR**  
Capacity 125 persons Conference/175 Auditorium style

- **Weekday Mon-Thur**  
  Day Use up to 75 persons, $6.50 pp additional guests  
  $425.00 per day  
  9:00 am check in, 3:00 pm check out

- **Weekday Fri-Sat**  
  Day Use up to 75 persons, $6.50 pp additional guests  
  $425.00 per day  
  9:00 am check in, 3:00 pm check out

**RENTAL PACKAGES**

- **Full Facility Rental 3 nites ACTS**  
  All Houses, SFH, CC, SVdPH, Chapel 100 person min  
  $11,445.00  
  9:00 am check in, Noon check out

- **Full Facility Rental 2 nites**  
  All Houses, SFH, CC, SVdPH, Chapel 100 person min  
  $6,500.00  
  3:00 pm check in, Noon check out

- **Demi Facility Rental 3 nites ACTS**  
  Houses 1-12 SFH, CC 80 person min  
  $10,350.00  
  9:00 pm check in, Noon check out

- **Demi Facility Rental 2 nites**  
  Houses 1-12 SFH, CC 75 person min  
  $5,150.00  
  3:00 pm check in, Noon check out

- **Mini Facility Rental 2 nites**  
  Houses 15-17, SVdP 30 person min  
  $1,950.00  
  3:00 pm check in, Noon check out

**CLEANING FEES**

- **Dining Halls**  
  St Francis Hall and St Vincent de Paul Hall  
  $125.00 (per building)

- **Conference Center**  
  No refreshments Served  
  $175.00

- **Conference Center**  
  Refreshments Served  
  $280.00

**ADDITIONAL FEES**

- **Security Deposit**  
  Deposit per building reserved  
  $160.00  
  applied to total fees

- **Individual Day Use**  
  By reservation only  
  $7.00

- **Pre or Post conference Set Up Fees**  
  By reservation only  
  $435.00  
  3:00 pm check in or 4:00 Check out

- **Photography Session**  
  By reservation only  
  $50.00

- **Additional overnight guest fees**  
  per person per night age 3 and up  
  $30.00 per night

- **Golf Cart Package 1---4 day retreat**  
  (2) four seaters + (1) six seater stretch  
  $575.00 per retreat

- **Golf Cart Package 2---4 day retreat**  
  (2) four seaters with convertible flat bed  
  $425.00 per retreat

- **Golf Cart Rental per vehicle**  
  (1)4 seater or (1) six seater stretch  
  $65.00 - $85.00 per vehicle per day

Due to the overwhelming demand for the use of this property, check-in and check out times are STRICTLY ENFORCED. Early check-in and check-out may be arranged at time reservation is made and is approved on a space available basis. Day use fees will be assessed for each building occupied including trailer and golfcart storage, refrigerator/freezer storage, drop off of supplies in halls and houses.