



# QUILTERS ANONYMOUS

P.O. Box 322, Lynnwood, WA 98046-0322

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## RETREAT GUIDELINES

1. Retreats are held semiannually, usually 4 days over the second weekend of April and 5 days over the first weekend of November.
2. Retreats are a self-sustaining activity, not supported by QA funding. Registration fees include a non-refundable \$100 deposit and a small contribution for Camp Huston.
3. Retreat full capacity is 92 sleeping spaces. There are 4 additional working spaces available for day attendees. Not all spaces may be available at all retreats. Additional day attendees may be allowed after a certain date if space allows.
4. Posted sleep and sew assignments must be paid in full within one week of email communication to registrant to guarantee assignments. If attendees do not pay for their assignments in advance, these assignments will be opened to the waiting list.
5. Sewing and sleeping assignments are assigned by taking the following into consideration:
  - a. QA Membership
  - b. Retreat host team preferences (up to 10 spaces).
  - c. Order of reservation submission, starting with the earliest applicant..
  - d. Deposit payment received within one week of reservation.
  - e. Reservations received within 3 weeks of opening date, will be considered with the following additional priorities:
    - i. Requests for same sleeping or working quarters of the last two retreats, with most recent attendance given priority.
    - ii. Workspace for overnight guests will be considered prior to day visitors.
  - f. Reservations received more than three weeks after the opening date will be considered on an as-available basis by reservation submission dates.
  - g. Length of stay: three- and four-night attendees have higher preference than one- or two-night attendees. Upon approval from the registrar, two members can agree to "split" a sleeping and sewing slot if their stays do not overlap.
6. Full Registration: If retreat registration is full, a waiting list will be maintained. People on the waitlist will be contacted when a space becomes available. Workspace for overnight attendees will be consider prior to day attendees.
7. Cancellation Policy: Registration fees may be refunded less the \$100 non-refundable deposit. If your cancelation is due to bereavement or medical reasons, a refund will be issued of all fees, including the deposit, less a \$5 processing fee.
8. Change Policy: All requests for changes to sleep or work assignments must be made at least one week in advance of the retreat start. Requests will be accepted on an as-available basis.
9. Retreat assignments and documentation are provided on the QA website unless an exception is specifically requested by a registrant.
10. Attendees are asked to follow these courtesies:
  - a. Only personal music devices with earphones are allowed in public areas.
  - b. Please use cell phones outside of public area.
  - c. Please be quiet when others are sleeping in the cabin.
  - d. Make appropriate payment for use of Camp Huston Facilities, such as copy machines, washers, etc.
11. Gifts or compensation for retreat coordinator or host are not allowed, in accordance with general QA policies regarding volunteer compensation.
12. Vendors are required to pay for room and/or board, when utilized, in the same manner as attendees.
13. No mandatory collections are to be made from attendees for special purposes during retreats.
14. No attendee should feel pressured to participate in any activity nor to make contributions or purchases.

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15. No attendee may arrive before the specified starting time or stay beyond the stated ending time for event.