



# 2019 Healer, Heal Thyself Retreat REGISTRATION

(please print)

The 2019 AHVMA Retreat will be held from September 10 through September 13, 2019 at NaCoMe Camp & Conference Center in Pleasantville, Tennessee.

Nestled in a valley of Pleasantville, TN, NaCoMe Camp & Retreat Center is a home away from home for generations of people. All programs are centered around our mission of building community, and renewing spirit. Please plan to register early, as space on the retreat is strictly limited.

### 2019 RETREAT REGISTRATION INCLUDES

- Three day weekday retreat - arriving Tuesday and departing Friday
- Meals beginning with dinner on the night of arrival and ending with breakfast the day of departure
- Lecture/workshop with Caitlin Matthews
- Optional group activities and sweat lodge

**PRE-REGISTRATION IS REQUIRED. REGISTRATION DEADLINE: APRIL 30, 2019 - 4PM EASTERN**

ALL pages must be complete - each attendee must submit their own registration packet  
registrations with incomplete or missing information will not be processed.

Today's date:			
<b>ATTENDEE CONTACT INFORMATION</b>			
Attendee's last name:		first name:	<input type="checkbox"/> DVM <input type="checkbox"/> VMD <input type="checkbox"/> N/A
			Are you an AHVMA member? <input type="checkbox"/> yes <input type="checkbox"/> no
Street address:		Home phone no:	
PO box:	City:	State:	Postal/Zip code:
* ALL Retreat Attendees must provide a mobile phone number:		<b>Mobile phone:</b>	
* ALL Retreat Attendees must provide a valid email address:		<b>Email address:</b>	

I hold a CURRENT First Aid and CPR certification. Expires: \_\_\_\_\_

Guests are required to complete a SEPARATE registration form. ONE registration form PER ATTENDEE.

## MORE ABOUT YOU

<b>Mobility</b>	Please indicate if you have any mobility/disability concerns. <input type="checkbox"/> I have no mobility/disability concerns <input type="checkbox"/> I have concerns, please see below.
<b>Dietary</b>	Please indicate if you have any special dietary requirements (food allergies, etc.) <input type="checkbox"/> I have no special dietary requirements <input type="checkbox"/> I have special food requirements/allergies, please see below  If you have food allergies, please describe here:   <small>We will be sharing your comments and requests with NaCoMe Camp and Conference Center. Every reasonable effort will be made to accommodate individuals with medically necessary dietary restrictions. We cannot guarantee that every request can be honored or that every allergy can be avoided. If you have numerous and severe restrictions you may wish to make arrangements to ensure your safety and well-being.</small>

## EMERGENCY CONTACT (WHO WILL NOT BE AT THE RETREAT)

IN CASE OF EMERGENCY, PLEASE CONTACT		
Name of friend or relative:	Relationship:	
Emergency contact mobile phone no:	Home phone no:	Work phone no:

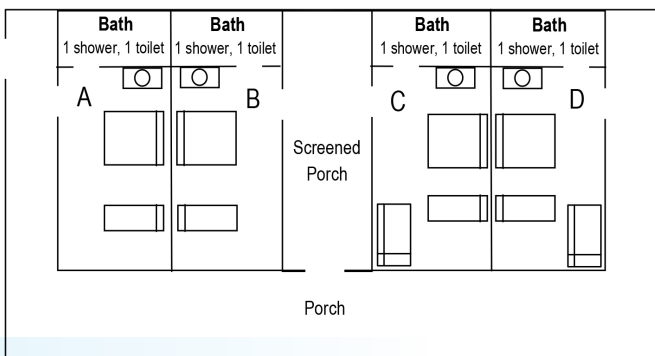
*\*\*All retreat attendees must list an emergency contact. Your registration will not be processed with out this information.*

## LODGING OPTIONS & FLOORPLANS

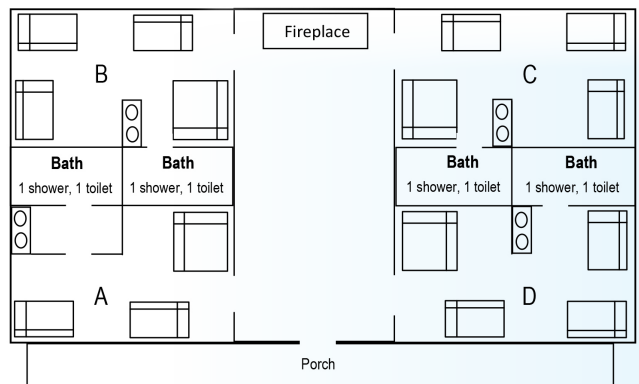
Please refer to floor plans below for lodging options. You may indicate your preferences and selections on the following page(s). Lodging/cabin requests will be honored on a first come, first served basis.

**Cabin 10** has 4 rooms, each with a private bathroom. Each room is bunk-style with 6-8 beds, one of which is full-size while the rest are twins. **Cabin 10** also features an expansive covered porch. **The Infirmary** has two private rooms with a shared screened-in porch. **The Cook's Cabin** has four individual rooms with their own bathrooms. Cook's is an ideal spot for individuals or couples.

COOK'S CABIN



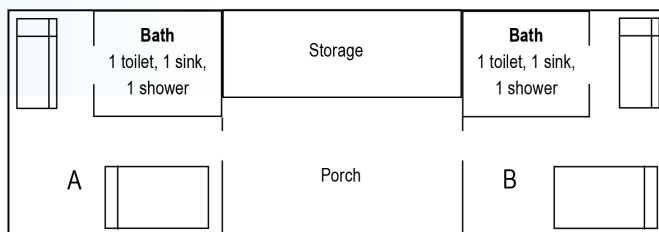
CABIN 10



**PRIVATE LODGING**

- Cook's Cabin
- Infirmary

INFIRMARY



**MULTIPLE OCCUPANCY**

- Cabin 10

Please complete lodging registration on **PAGE 3**



## LODGING SELECTION

### ROOMMATE INFO

I am selecting the "private" room,

\_\_\_\_\_ (cabin choice, e.g. "Cooks A")

and will be sharing with:

\_\_\_\_\_ (your roommate's name)

and will **NOT** be sharing this room.

I agree to be responsible for the total room charge.

**- OR -**

I am sharing the "private" room,

\_\_\_\_\_

and will be sharing with:

\_\_\_\_\_

who has agreed to be responsible for the total room charge.

*Cabins may not be reserved or held without payment in full.*

### PRIVATE LODGING (PER CABIN)

#### COOK'S CABIN

COOKS A ..... \$300.00

COOKS B ..... \$300.00

COOKS C ..... \$300.00

COOKS D ..... \$300.00

#### INFIRMARY

INFIRMARY A ..... \$300.00

INFIRMARY B ..... \$300.00

*\*amounts above are due in full upon registration, no partial payments or holds permitted.*

*If you will have a roommate in a PRIVATE CABIN, please indicate with whom you will be sharing this room in the left hand column.*

### MULTIPLE OCCUPANCY (PER PERSON)

CABIN 10 ..... \$140

*\*Cabin 10 (see diagram) is designated as a multiple occupancy cabin. Participants will be assigned to specific rooms by AHVMA. Only room A is handicap accessible and will be assigned to an eligible participant on a first-come first-served basis.*

MY PREFERRED CABIN AND ROOM IS:

*if my first choice is not available*

MY SECOND CHOICE IS:

LODGING COST .....

*add amount from cabin choice above*

REGISTRATION ..... <sup>+</sup>

*includes meals, activities, administrative and speaker fees*

**\$345.00**

**TOTAL AMOUNT DUE:**

## PAYMENT METHOD

Check# \_\_\_\_\_ (drawn from a US BANK - payable to AHVMA)

TOTAL Amount:

### CREDIT CARD INFORMATION ↓

MasterCard    Visa    Discover    American Express

credit card number:

exp: (mm/yy)

name on credit card (please print)

CVV code:

billing postal/zip code:

\_\_\_\_\_  
*card holder signature*

\_\_\_\_\_  
*date*





**\*\* Waiver of Liability \*\***

By registering for and attending the AHVMA Annual Retreat, you, on behalf of yourself and your guests (including, without limitation, family members ("Guests")), assume all risks associated with your attendance and participation in all on- and off-site activities that are part of or affiliated with the AHVMA Retreat. By registering for this event, you, on behalf of yourself and your Guests agree to indemnify, defend, and hold harmless, AHVMA, its officers, directors, employees, and agents from all loss, damages, costs, expenses (including reasonable attorney's fees) or liability arising out of related attendance and participation at the AHVMA Retreat by you and your Guests, including without limitation, personal injury (including death) or any damage caused by you or any of your guests to any venue utilized by AHVMA for the Retreat, or your failure to comply with the applicable law or rules and regulations of NaCoMe Camp and Conference Center.

**TO THE FULLEST EXTENT POSSIBLE BY LAW, I, ON BEHALF OF MYSELF AND MY GUESTS, DO HEREBY RELEASE, ACQUIT AND FOREVER DISCHARGE THE AMERICAN HOLISTIC VETERINARY MEDICAL ASSOCIATION, ITS OFFICERS, DIRECTORS, EMPLOYEES, INSURERS AND AGENTS OF AND FROM ANY AND ALL MANNER OF CHARGES, CLAIMS, ACTIONS, RIGHTS, DEMANDS, DEBTS, LIABILITY, FOR ATTORNEYS' FEES, DAMAGES OF ANY KIND AND NATURE WHATSOEVER, IN LAW OR EQUITY, INCLUDING BUT NOT LIMITED TO CLAIMS FOR PROPERTY DAMAGE AND/OR BODILY INJURY, RIGHTS RELATED TO PRIVACY OR MISAPPROPRIATION OF IMAGE LIKENESS, EVEN IF CAUSED BY NEGLIGENCE OR GROSS NEGLIGENCE, ARISING OUT OF ACTS OF THE AMERICAN HOLISTIC VETERINARY MEDICAL ASSOCIATION, ITS AGENTS, OFFICERS, CONTRACTORS OR EMPLOYEES THAT MAY ARISE OR OCCUR IN CONNECTION WITH OR AS A RESULT OF ATTENDING THE AHVMA ANNUAL RETREAT.**

**\*\* Photography/Video/Recording Release \*\***

AHVMA has photographers/videographers for its events that are authorized by AHVMA to take photos, videos, or make other recordings ("Recordings") of attendees at AHVMA events, or of people participating in functions or activities related to these events. AHVMA may use these Recordings in the future for any purpose, including without limitation, commercial, marketing, publicity, promotions, advertising, educational, or other purposes. By registering for the Retreat or any AHVMA event, you, on behalf of yourself and your Guests, expressly consent and agree to allow AHVMA to make and use Recordings, which may include you, your family members or other Guests (including individuals under the age of 18), in all media formats worldwide for whatever purposes AHVMA deems appropriate. You acknowledge and agree that AHVMA shall own all intellectual property rights, if any, arising in connection with the Recordings, and that neither yourself nor your Guests or children shall receive (or be entitled to receive) any royalties or other compensation from AHVMA for any use of Recordings.

**\*\* Harassment Policy \*\***

The AHVMA is dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, ethnicity, age or religion. We do not tolerate harassment of event participants in any form. Retreat participants and/or their Guests violating these rules may be expelled from the Retreat at the discretion of the event organizers.

**\*\* Registration \*\***

Space will **NOT BE HELD** without completed registration form, waiver and payment. Request to attend the retreat does not guarantee your registration to this event. Space for the 2019 AHVMA Retreat is strictly limited. Registration is on a first come first served basis, based on availability.

There will be **NO onsite registrations** or **single day registrations**. Only fully registered individuals will be permitted on the retreat property. Violators of this policy will be invoiced for the full retreat cost, including lodging plus fifty percent (50%) penalty and prohibited from registering for or attending future AHVMA Retreats and events until invoice is paid in full.

**All Retreat attendees are required to submit this waiver to the AHVMA office as part of their registration.** Waivers must be received by: APRIL 30, 2019. AHVMA reserves the right to cancel any registration, without refund, for any attendee who fails to provide a completed waiver by this deadline.

**You will receive email confirmation of your Retreat registration from the AHVMA Office**

\*  **By registering and checking the box, I hereby acknowledge that I have read and understand these instructions and policies.**

\_\_\_\_\_  
\*registrant name (printed)

\_\_\_\_\_  
\*registrant signature

\_\_\_\_\_  
\*date

## 2019 RETREAT FAQ

### Where & When

NaCoMe Camp and Conference Center  
Pleasantville, Tennessee

September 10 - 13, 2019 (immediately after the 2019 AHVMA Annual Conference)

### Registration

Retreat registration is honored on a first come, first served basis, based on availability. Space is limited. Only completed registrations, with accompanying payment and properly completed AHVMA Retreat Waiver will be processed. Single day registrations and onsite registrations are not permitted.

Space will NOT be held without appropriately submitted registration materials.

Please include:

- Registration form with preferred method of payment (3 pages)
- Signed Retreat Waiver

### Rates

Private Cabin rates (Cooks Cabin A, B, C, D and Infirmary A, B) are listed "by cabin".

One registrant must pay the designated fee and be responsible for the room. Multiple Occupancy Rate (Cabin 10) is PER PERSON.

The rates listed on page three (3) are applicable to the Cabins currently available. These Cabins will be assigned on a first come, first served basis. If we need to add additional lodging options (due to increased registration) the additional lodging will be at a higher rate. Please register early to ensure you will receive currently published rates. Registration fee includes meals, administrative and facility costs, activities, and speaker fees.

### Waiver

AHVMA has the right to cancel (without refund) any registration that does not have with it the required AHVMA Retreat Waiver. Signed waivers are to be submitted to the AHVMA office at the time of registration, and no later than

No one (including guests) will be allowed to participate without a signed waiver.

Please submit signed waiver on page four (4).

### Cancellation Policy

Cancellations must be submitted in writing to the AHVMA Office. Written cancellations submitted on or before February 15, 2019 (4pm Eastern) are eligible for a full refund, less a \$45.00 administrative fee per registrant. Any cancellations received after February 15, 2019 (4pm Eastern) are not eligible for a refund.

### Ready to Register?

Submit completed registration via email, fax or postal mail to the AHVMA Office.

Registration with accompanying **waiver** must be received by the AHVMA Office no later than April 30

#### EMAIL:

office@ahvma.org

#### SUBJECT:

2019 RETREAT

#### FAX:

410.569.2346

#### ATTN:

LAUANA PARADINE

#### SUBJECT:

2019 RETREAT

#### MAIL:

AHVMA  
ATTN:  
LAUANA PARADINE  
2019 RETREAT  
PO BOX 630  
ABINGDON, MD 21009

Please verify you have properly completed ALL sections of your registration forms. Incomplete registrations will not be processed. Cabins will not be held without payment.

### \*\*\* CONFIRMATION \*\*\*

The AHVMA Office will send confirmation VIA EMAIL with in 3 business days of receipt of complete registration, payment, and waiver.

If you have submitted your registration, waiver and payment and have not received your confirmation, or heard from us within 3 business days, call us at 410-569-0795 to verify we have received your information.

# NaCoMe GUEST POLICIES

## *General Camp Information*

- The leader from each group should check in with a NaCoMe staff member at the Camp Office upon arrival. A staff member will provide an orientation to NaCoMe at the first meal.
- All NaCoMe cabins and buildings are non-smoking facilities.
- Drinking water must come from the camp's treated water system (from a faucet). Do not drink from the springs or creek.
- NaCoMe is not responsible for lost or damaged personal property.
- Cellular phones do not work at NaCoMe. A phone is available for guest use in the Dining Hall and the Camp Office. Emergency messages may be left at the camp kitchen (931.729.9969).
- Possession or use of alcohol, illicit drugs, fireworks, and firearms is not permitted on camp property for your safety and the safety of others. Offenders will be asked to leave.
- Pets (other than service animals) are not permitted on camp property.
- Guests should be aware that NaCoMe is an outdoor setting that carries with it inherent risks such as poison ivy, tree roots, rough terrain, mosquitoes, ticks, wildlife, etc. Please be kind to and respectful of the wildlife by viewing from a safe distance.
- NaCoMe facilities are often in use by more than one group at a time. In these cases, all persons are expected to respect the rights of others and cooperate in insuring that the goals of all groups are met. For all groups, quiet hours are observed between the hours of 11:00pm and 7:00am. NaCoMe reserves the right to ask anyone creating a disturbance to leave the premises.
- NaCoMe Staff regularly take photos and videos onsite to gather materials for promotional and production purposes. During your stay, your group may be photographed or filmed while participating in site activities or features. Therefore, every guest of NaCoMe, by visiting, acknowledges and agrees that these photos and videos may be taken and used in NaCoMe's products and promotional materials. Please notify your group participants of this agreement.

## *Activities at NaCoMe*

- Groups are welcome to use NaCoMe's sports equipment, including basketballs, volleyballs, dodgeballs, frisbees, etc. These items will be given out on a first come, first served basis. Any misuse or damage to these items will result in replacement/repair charges to the group.
- If you plan to bring any personal sports equipment, please make arrangements in advance to insure safe storage and handling for everyone's protection. NaCoMe is not responsible for damaged, lost, or stolen items.
- Bicycling is welcome at NaCoMe, but participants must bring their own bike. Every rider must wear a proper safety helmet. NaCoMe is not responsible for personal damages to or from participants using bikes on camp property.
- NaCoMe Led Program areas are not accessible without planning and supervision by a NaCoMe staff member. These areas include: climbing wall, zipline, low ropes course, giant swing, leap of faith, and archery.
- A certified waterfront/waterpark NaCoMe lifeguard is required for all waterfront activities. No one should enter the swimming hole or lake area without a NaCoMe lifeguard present.
- Contracted activities not utilized by group will be billed at full rate. If weather or other concerns make it unsafe to do the activity, a NaCoMe staff member will notify the group of the cancellation.
- NaCoMe is not responsible for any personal injury or damages resulting from the use and/or misuse of NaCoMe's sports equipment or sports equipment brought by guests.

## *Meeting Spaces*

- Meeting Spaces will be assigned according to your group size and program needs. Groups not using the entire facility may have to share meeting spaces and program areas. This coordination of group schedules will be determined by NaCoMe Staff and group leaders.
- NaCoMe can provide chairs, tables, projector, screen, sound equipment, etc. for your meeting space. These items should be requested ahead of time and will be given out on a first come, first served basis. Any misuse or damage to these items will result in replacement/repair charges to the group.
- The Camp Store (Canteen) is located at the Dale Building. Groups may schedule to have it open during various times for their participants to purchase items. NaCoMe retains exclusive rights for sale of concession items and merchandise.

## *Cabins/Lodging Facilities*

- Please help us be good stewards of our resources by closing windows and doors in buildings with air conditioning or heat running, turning off lights when leaving a building, and insuring that water is not left running in showers and sinks.
- Trash and recycling containers are located throughout camp. Please help avoid damage to our surroundings by insuring all trash is placed in these containers.
- We ask that all mattresses and furniture not be removed from the cabins and returned to their original locations before your group's departure.
- Please do not use messy/staining type items in the cabins or on the porches of the cabin. Your groups will be charged for any damages.
- Guests are responsible for providing their own linens and towels. All lodging facilities have bunk-style beds in them.

## *Supervision of Youth and Children*

- It is the responsibility of the group to provide adequate adult leadership, including living in the cabin with youth and children. We recommend a 1 adult to 8 youth ratio for most groups, depending on the age of the youth/children.
- Children ages 5 and under should always be accompanied by their guardians or a responsible adult over the age of 18.
- NaCoMe highly recommends that for the safety of minors in your group, all chaperones ages 18 and older be screened with a criminal background check.
- Activities for youth and children must be supervised at all times by adult members of the group.
- Please report any intruder or suspicious unidentified person to a staff member immediately.

## *Maintenance & Property Usage*

- Pest inspections are done on a regular basis to treat and check all buildings. Our housekeeping and maintenance staff are trained in looking for potential pest infestations and issues and do so whenever they are in the buildings.
- Please notify a member of the staff of any maintenance problems, repairs, damages, or supply needs.
- Damages beyond normal wear, graffiti, or unnecessary discharge of fire equipment will be billed to the group.
- Ongoing maintenance of facilities is the responsibility of NaCoMe. NaCoMe Staff retain the right of entry to all facilities for any reason at any time.
- For your safety, everyone is to stay off and out from behind the dam, as well as off of the baskets that are filled with large rocks around the creek and areas around the dam.
- The water tower is off limits as instructed by State Health and Environmental regulations.
- Open fires are only to be built in campfire areas.
- The kitchen in the Dining Hall is for the use of NaCoMe employees only. If you need assistance from the kitchen, please ask a member of the staff.

## *Vehicle Use and Parking*

- Vehicles shall be driven and parked only in the designated areas. Vehicle use should be limited as much as possible during your stay at NaCoMe. Driving off main camp roads could result in damage to the vehicle or harm to occupants. NaCoMe is not responsible for any damages resulting from these actions.
- Please use designated parking areas for vehicles. Parking is available across from or near each cabin. Please do not park on the camp roads as these are reserved as fire lanes.
- We ask that all guests observe the 5 mph speed limit on camp property.
- NaCoMe does not permit the transportation of persons in non-passenger areas of a vehicle, including the back of a truck.
- All-terrain vehicles such as four wheelers, go-carts, and dirt bike type motor vehicles are not allowed at NaCoMe.

## *Emergencies/Medical Care/Insurance*

- Groups should have the following information for each member of the group: name, address, emergency contacts, and allergies or other health conditions requiring care or accommodation.
- All minors without a parent or guardian on site should have a signed authorization form for emergency medical treatment. This must be presented to a doctor or hospital before securing medical treatment. This information will stay with the group leader.
- First aid treatment, supplies, and emergency transportation are not provided by NaCoMe and are the responsibility of each group. Groups should have at least one adult with a current First Aid and CPR certification.
- Ambulance services are available by calling 911. Costs are the responsibility of the individual. The NaCoMe Staff are happy to assist in contacting and directing the emergency services.
- There are two AEDs onsite for guest use (one at the Dining Hall and the other at the Office).
- Accident and illness insurance for guests is not provided by NaCoMe and is the responsibility of each group or individual.
- Groups agree to supervise and assume full control and responsibility for any persons, entities, or things that uses NaCoMe as part of the group. Each group is required to either have liability insurance coverage or to purchase liability insurance through NaCoMe. Proof of this coverage must be provided to NaCoMe. An acceptable Certificate must have a minimum of \$1,000,000 liability limit per occurrence and also name NaCoMe as additional insured.