

General Program Information

- We believe that learning and spirituality flourish in a small group environment. Because class sizes are limited, they fill up quickly. **Early registration is encouraged!**
- Prices for multi-day programs include room, board, tuition, and materials. With the exception of the Centering Prayer Retreat, double occupancy is assumed. If you have a medical reason to request a single room, we will do our best to accommodate you; due to the limited number of single rooms, we cannot guarantee until check-in when final availability of single rooms can be determined.
- **We are a smoke-free facility.** If housekeeping staff find any evidence of smoking or utilizing a "smokeless" cigarette device (vaping) such as used cigarettes and tobacco/vapor residue or odor anywhere in the building, including in guest rooms, you may be subject to a \$100 room cleaning fee.
- **No pets, please.** We love animals, but we cannot allow pets. Service animals are welcome.
- **Deposits are non-refundable.** We appreciate that unforeseen circumstances may arise that prevent your attendance; in that case, we will consider your deposit a tax-deductible donation to our ongoing ministry.
- We serve hearty, nutritious, delicious meals. Our kitchen will do their utmost to meet dietary requirements. If you have **diet requests**, please let us know at least 14 days in advance so that we can prepare accordingly. If you have questions regarding our food service, our food service manager James Andra would be happy to assist. You can reach him directly at (828) 963-5968 or at dining@vconferences.org.
- Unless otherwise noted, multi-day conferences begin with registration and check-in at 4:00 p.m., followed by dinner at 6:30 p.m. Conferences close after the Noon lunch on closing day. To assist our housekeeping staff, we request that you complete your check-out prior to lunch on closing day.
- One-day conferences typically start at 10:00 a.m. and end by 3:00 p.m. unless otherwise noted. Lunch is served at Noon.
- Registration for programs can be found on our web site, www.vconferences.org, or included with this brochure. Please feel free to make photocopies of this brochure and any related materials to pass along.
- Registration confirmations are sent by email, approximately 1 week before each event.
- We are located 9 miles outside of Boone, NC (2 hours from Asheville, Winston-Salem, and Charlotte). GPS address is 146 Skiles Way, Banner Elk, NC 28604. If you would like assistance in booking ground travel from regional airports, please call the office at (828) 963-4453.