



Spiritual Directors International

PO Box 3584, Bellevue, WA 98009 USA  
office: 01-425-455-1565 | fax:01-425-455-4566

**Journey Toward Wholeness  
Ghost Ranch, New Mexico  
November 10-15, 2019**

**Registration**

Your registration is complete when you have filled out this form in its entirety and paid your tuition. Completed registration may be faxed or e-mailed to [journeys@sdiworld.org](mailto:journeys@sdiworld.org) or postal mailed to Spiritual Directors International at the above address. IMPORTANT: YOU MUST DOWNLOAD THIS FORM BEFORE FILLING IT OUT OR YOUR ANSWERS WILL BE LOST.

Please TYPE or PRINT clearly.

Name (as you would like it to appear on your name tag): \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State/Province/Territory/County: \_\_\_\_\_

Zip Code or Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone (include country code): \_\_\_\_\_ E-mail: \_\_\_\_\_

I am participating with my spouse/partner: \_\_\_\_\_

Age Group:  21-24  25-34  35-44  45-54  55-64  65-74  75-84  85+

Spiritual Affiliation or Denomination: \_\_\_\_\_

Are you a member of Spiritual Directors International? \* Yes  No

*\*If you join during this registration process, choose "Yes"*

Gender:  Male  Female  Genderfluid

Have you attended an SDI event before?  Yes  No

Dietary Restrictions:  Vegetarian  Gluten Free  Vegan  Other: \_\_\_\_\_

**Planned Day Trips during this retreat include:**

**[Christ in in the Desert Monastery](#)**



The cost is included in your retreat fees.

**[Ojo Caliente Mineral Spring Resort & Spa](#)**

**Note:** Dependent upon the health and availability of Santa Fe Living Treasure [Cordelia Coronado](#), a Hispanic/Navajo elder and master weaver, the return trip from Ojo Caliente will involve an in-person weaving demonstration and opportunity to purchase her beautifully handcrafted goods.



The cost is \$24 entrance fee plus \$50 for transportation.

*I want to participate*  Yes  No

Comments:

I paid for the retreat online on \_\_\_\_/\_\_\_\_/\_\_\_\_ (specific date paid).

**NOTE:** If you have already processed your payment online, please skip to page three.

<b>Tuition: SDI Journey</b>	
Double Room (Per Person, 2 persons min.)	<input type="checkbox"/> USD\$1,849.00
Single Room	<input type="checkbox"/> USD\$2,349.00
<b>Spiritual Directors International Membership</b> (New members qualify to join the retreat.) Everyone is welcome to become a member of the global learning community of SDI.	
<b>Membership Dues:</b>	
<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> <i>Not a member or not joining at this time</i>	
Regular Membership	<input type="checkbox"/> USD\$79.00
Student Membership	<input type="checkbox"/> USD\$59.00
Scholarship Fund Donation	USD\$ _____
<b>TOTAL Enclosed</b>	<b>USD\$ _____</b>

**Check Number:** \_\_\_\_\_

Payment should be remitted in USD currency. If you have questions, contact [office@sdiworld.org](mailto:office@sdiworld.org).

**VISA/MC:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **Expires:** \_\_\_\_/\_\_\_\_ **CVV:** \_\_\_\_\_

Spiritual Directors International accepts VISA, Discover and MasterCard only. It is not recommended to send credit card information by e-mail. Please print and fax this form to 01-425-455-1566. You may also [process your payment online](#).

**Name on credit card:** \_\_\_\_\_

**Billing address of card:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**For any other special needs,** concerns, or to arrange a payment plan, please contact the retreat registrar.

**Travel Information**

Participants will be arriving from all over the world using many different routes. You are responsible for arriving at Ghost Ranch, New Mexico, in time to check in and come to a 3 p.m. (15:00) welcome program on Sunday, November 10, 2019.

Note: Travel to and from Ghost ranch, NM is not included in tuition.

**ID Information:** ID Type \_\_\_\_\_

Name exactly as it appears on ID: \_\_\_\_\_

If using a passport, please provide the following:

Passport Number: \_\_\_\_\_

Country: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

**Emergency Contact Information**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

City: \_\_\_\_\_ State/Province/Territory: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone Number (include country code): \_\_\_\_\_

E-mail: \_\_\_\_\_

**Travel Insurance (If Applicable)** (Please provide Policy Declaration Page with this form.)

Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Company's 24-hour Emergency Telephone Number: \_\_\_\_\_

**Medical Information and Authorization for Emergency Medical Treatment**

Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Medical Information**

Spiritual Directors International will keep this information strictly confidential. It will only be given to medical personnel in the event of an emergency for which you are unable to communicate your own information.

**Health Issues** (check all that apply)
 Asthma  Diabetes  Seizures  Kidney Disease  Convulsions  Heart Disease

 Other (specify) \_\_\_\_\_

**Allergies:** \_\_\_\_\_

**Medications currently taken (include dosage):** \_\_\_\_\_

**Physical limitations:** \_\_\_\_\_

**Other Health Conditions or Concerns** that should be communicated to medical personnel in the event of an emergency for which you are unable to communicate your own information.

Components of the retreat may be mildly strenuous including walking tours and hiking. Should you choose, you have the option to not participate.

**Health Insurance Information**

Provider: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Policyholder's Name: \_\_\_\_\_

Physician's Name: \_\_\_\_\_

**Authorization for Emergency Medical Treatment**

In case of accident or medical emergency and in the event that I am unable to make decisions for myself, I, \_\_\_\_\_, authorize Spiritual Directors International, its staff and representatives, to act on my behalf. This consent includes seeking emergency medical transportation and treatment, anesthetic, surgeries, drugs, transfusions, and any other treatment or procedures deemed necessary. I understand that Spiritual Directors International will make every attempt to communicate about my condition with the emergency contact on my Travel Information Form. Further, I release Spiritual Directors International, its staff and representatives, for any and all liability while acting on my behalf and acknowledge that all expenses involved in such circumstances as described above are my responsibility.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Terms and Conditions

Making any payments (cash, credit card, or otherwise) towards the retreat constitutes your unconditional acceptance of all the terms and conditions stated in this document.

## Documents

All travel requires a valid ID. ID must be valid for six months before and beyond the retreat dates.

## Individual Cancellation Fees and Refunds

Notice of cancellation must be signed, dated, and received in writing via postal mail, e-mail, or fax. SDI will then refund your payment for services not received by you, minus applicable cancellation fees, according to the following schedule:

- 1) Before June 1, 2019, the cancellation fee is USD\$500.
- 2) From June 2, 2019 to September 1, 2019, the cancellation fee is USD\$1,000 plus any non-refundable amounts paid to and/or penalties assessed by airlines, hotels, or other suppliers of travel services (up to the total cost of the retreat.)
- 3) No refunds after September 2, 2019.

## Retreat Operation and Cancellation

While no changes are anticipated, Spiritual Directors International (SDI) expressly reserves the right to cancel all or any part of the retreat or to make any changes to the itinerary, for any reason and whenever deemed necessary for the comfort, convenience, or safety of retreat participants. In the event of alterations to the itinerary, the price shall be adjusted accordingly and any refunds will be issued within four weeks of such alteration. Similarly, any additional monies due SDI shall become payable within four weeks of such alteration. If a retreat is cancelled in its entirety, full refunds shall be issued within four weeks of such cancellation. This will constitute, in full, SDI's obligation to retreat registrants and SDI bears no further responsibility beyond the full refund. SDI shall not be held liable and hereby expressly disclaims liability for any loss, expense, damage or inconvenience caused as a result of any retreat cancellation or changes made to the itinerary. Furthermore, SDI cannot assume responsibility for any additional costs or fees relating to the issuance and/or cancellation of air tickets or other travel arrangements not made through SDI.

## Cancellation Beyond SDI's Control

SDI expressly disclaims any responsibility for refunds of any payments for losses or expenses incurred due to cancellation or alteration of the retreat when such action is beyond SDI's control including, but not limited to: cancellations due to travel advisories or warnings issued by the United States State Department or any other relevant authority, acts of war, terrorism, acts of God, natural disasters or any other circumstance beyond control. In such case, SDI will assist the retreat participants in requesting refunds for all services prepaid but not rendered, less a non-refundable USD\$500 per person administrative fee. SDI shall not be held responsible for any non-recoverable amounts disbursed to carriers or other service providers on behalf of any retreat participant.

## Health

Most countries do not conform to the USA Disabilities Act standard. We regret that we cannot

provide individual assistance to a retreat participant for walking, dining, getting on and off motor coaches, and other transportation vehicles, and other personal needs. Travelers who need such assistance must be accompanied by a qualified companion at all times and at their own expense. While SDI cannot accept responsibility for providing access to all facilities included in a retreat, SDI will make every effort to assist in providing mobility aides to the extent feasible and with applicable costs borne by the participant. SDI assumes no responsibility for the participant's inability to fully participate in the retreat, nor can SDI provide any refund for non-participation in any part of the retreat.

### **Baggage**

Baggage is at risk at all times. We strongly suggest that you bring no more than one piece of checked luggage and one carry-on. You are responsible for carrying your luggage or hiring a porter to transport luggage at your expense. Porter service is not always available.

### **Accommodation and Meals**

There are two accommodation options, double or single, each with private bathroom. If you choose a double and no roommate is available for you, or your roommate cancels prior to departure, NO roommate will be assigned to you and the fee for two persons will still be levied. All breakfasts, five midday meals, and five dinners are included in the retreat.

### **Retreat Sites**

The Ghost Ranch conservation fee is included.

### **Pricing**

All prices are based on a minimum number of paying participants and are therefore subject to change if fares change, if group does not reach minimum, extra fees up to USD\$200 may apply until notification by SDI up to the beginning date of the retreat.

### **Specifically, Not Included in Retreat Cost**

Fees not included in retreat cost may include: travel, meals not mentioned, beverages with meals, extras beyond standard menu, telephone calls, and laundry.

### **Liability Disclaimer**

SDI hereby expressly disclaims any liability for any personal injury, property damage, loss of baggage, accident, delay or irregularity, any claim for special or consequential damages, or any other loss which may be occasioned by the acts and/or omissions, whether negligent, intentional, wrongful or otherwise, of any air carrier, hotel/motel or other lodging provider, railroad operator, bus operator, public transportation, sea carrier, local sightseeing company, retreat operator, retreat leader or spiritual director, any employees thereof, or any other entity or individual not under the direct supervision and control of SDI when engaged in conveying the passenger or in carrying out the arrangements of the retreat, or otherwise in connection therewith. SDI likewise expressly disclaims any responsibility for losses or expenses incurred, or inconvenience caused, due to delay or changes in schedules, defaults, over-booking of hotels or airlines, sickness, weather, strikes, quarantines, acts of terrorism, constructions, war, *force majeure*, or other such events which are beyond SDI's control. SDI and likewise hereby expressly disclaims any liability for statements, actions, or inactions of any intermediary agents such as group administrators, spiritual directors or retreat leaders, travel agents or any other



intermediary involved with the selling, promotion or operation of its retreats or tour operations. Group administrators, spiritual leaders, and retreat leaders likewise hereby expressly disclaim any liability for the acts and/or omissions of any of the above entities and/or individuals not directly under their supervision or control. In all instances, SDI's liability shall be limited to the amounts paid by you for participation in the retreat, and subject to the provisions and cancellation fees as set forth in these "Terms and Conditions." In the event that the retreat leader, host, and/or spiritual director named in a brochure or itinerary does not travel with the group, and a substitute is not named to replace such person(s), then SDI reserves the right to make substitutions of its choosing for such person(s) in the operation of the retreat. SDI is not responsible for any errors, omissions or misquotes contained in promotional material and other accompanying documentation.

Other documentation may be changed at any time without notice and at SDI's sole discretion. It is the responsibility of each pilgrim to follow all written and oral rules of safety presented by either an SDI representative or local authorities. If a person must leave the retreat and the situation requires that an SDI guide leave the trip in order to accompany the person, then the person will immediately reimburse SDI for the expense of the guide's travel.

### **Policy**

SDI does not discriminate based on race, religion, creed, color, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, age, or sexual orientation in the provision of its retreat and retreat services.

### **Photography**

The photos shown in promotional materials are intended only as representations of the areas visited by certain retreats and unless such sites are specifically mentioned in the itinerary, no implication is made that these sites will be visited or seen on this retreat. SDI reserves the right to take photographs during the operation of any retreat and to use such photographs for promotional and educational purposes. Any participant who prefers that their image not be used is asked to notify SDI in writing prior to departure.

### **Legal Note**

The statements herein constitute a binding contract between retreat participant and SDI.



**Agreed and Accepted by:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Full name printed: \_\_\_\_\_



**Spiritual Directors International's  
Journey Toward Wholeness: A Courage & Renewal® Retreat at Ghost Ranch  
Abiquiu, New Mexico  
with Carol Kortsch and Valerie Brown, JD, MA, PCC**

**Confidential Pre-Retreat Questionnaire and Resources  
This form will be sent to the retreat guides**

**Please return this questionnaire no later than September 1 to:  
[journeys@sdiworld.org](mailto:journeys@sdiworld.org)**

Thank you for registering for this retreat – what a significant step on your personal and vocational journey toward wholeness! Your responses remain confidential and help us design a retreat that meets your expectations and needs. Please respond briefly to the following questions (one or two sentences).

1. Please tell us what led you to apply for the Journey Toward Wholeness retreat series at this time.

2. What questions are you currently holding about your life or vocation?

3. What expectations and desires do you have for this retreat? What would be most meaningful for you?

4. Have you been part of a Circle of Trust® retreat or Clearness Committee before?

5. Do you have any concerns or questions about the retreat?

6. What else might be important for us to know about you or your situation as we plan for the retreat?

7. How did you learn about this retreat?

8. What is your preferred mode of learning? Select all that apply.

- Visual
- Auditory
- Kinesthetic
- Other: \_\_\_\_\_

**Name**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Preferred pronouns: \_\_\_\_\_

**Permanent Address**

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ ZIP/Postal \_\_\_\_\_

Country \_\_\_\_\_

Email \_\_\_\_\_

Phone numbers: \_\_\_\_\_

Times when we can reach you at the above number \_\_\_\_\_

**Useful Websites:**

- [www.sdiworld.org](http://www.sdiworld.org)
- [www.sdijourneys.org](http://www.sdijourneys.org)
- [www.ghostranch.org](http://www.ghostranch.org)
- [www.christdesert.org](http://www.christdesert.org)
- [www.ojospa.com](http://www.ojospa.com)
- [www.couragerenewal.org](http://www.couragerenewal.org)
- [www.leadsmartcoaching.com](http://www.leadsmartcoaching.com) for more about Valerie
- [www.stonehavencommons.com](http://www.stonehavencommons.com) for more about Carol

**Optional Pre-Retreat Reading:**

- *A Hidden Wholeness* by Parker J. Palmer
- *The Active Life: The Spirituality of Work, Creativity and Caring* and *Let Your Life Speak* by Parker J. Palmer
- *The Road that Teaches: Lessons in Transformation through Travel* by Valerie Brown (QuakerBridge Media, 2012)
- *The Mindful School Leader: Practices to Transform Your Leadership and You* by Valerie Brown and Kirsten Olson (Corwin Press 2015)
- *Coming to Light, Living from the Center, Heartfulness: Renewing Heart, Mind and Spirit on Retreat and Beyond*, and *The Mindful Quaker* - these Pendle Hill pamphlets by Valerie Brown are available at [www.quakerbooks.org](http://www.quakerbooks.org)
- "Spiritual Guidance in the Jewish Community," (2014). With Dan Mendelsohn Aviv, PhD. Edited by Mabry, John, Ph.D. *Spiritual Guidance Across Religions: Providing Spiritual Counsel to People of Differing Faith Traditions*. Skylight Paths; Woodstock, VT.
- "Called to Prophetic Action." (2016). In *Connections: The Newsletter of Spiritual Directors International*. November 2016; Vol. 25, No. 3; p.8-9. <http://www.sdiworld.org/sites/default/files/publications/SDI-Connections-Nov-25.3.pdf>
- "Where Do You Feel At Home?" (2012). *Ask Big Questions Blog*. <http://www.askbigquestions.org/blog/201201/where-do-you-feel-home>.

*Thank you!*  
*Valerie and Carol*