

“Open Heart, Open Mind”
7-day (7-night) Silent Meditation Retreat
with
Carol Perry & Angela McGee

Friday 19th October – Friday 26th October 2018

Thank you for your interest in joining us at the ‘Open Heart, Open Mind’ retreat this October at Kallara.

Retreat start and finish times

- Please arrive at Kallara after 4:00pm and before 5:30pm on Friday 19thth October in order to settle into your room and familiarise yourself with the venue; dinner will be served at 6:00pm.
- The retreat will finish **AFTER LUNCH** (leave Kallara approximately 1:30pm) on Friday 26th October.

NOTE: It is important to the cohesion of the retreat, and out of respect for the teaching and all retreat participants, that you arrange work and home commitments in order to be present at Kallara for the full retreat period, including the final day.

Travelling from Interstate

If you are travelling from interstate, and booking return flights for Friday 26th October, please ensure your flight does not leave Tullamarine before 7:00pm; this will allow comfortable time to return to Melbourne / the airport. For your arrival flights in Melbourne, it is best to arrive no later than 12:30pm on Friday 19th October to maximise the chance that someone will be able to give you a lift.

About the retreat

The retreat will be based on periods of sitting and walking meditation, usually around 45 minutes each. There will also be a gentle yoga class, a meditation instruction period, and a dharma talk, each day. There is potential to rest throughout the day and there are regular small group and private interviews with the teachers.

About Kallara

Please be aware that Kallara is at high altitude and can be very cold at night, especially in winter, so ensure you bring plenty of warm clothing and bedding (more than you think you might need).

Accommodation

Accommodation at Kallara is in simple, comfortable shared and single rooms, with shared bathroom facilities. Bedrooms are unheated – you are welcome to bring a small heater for your room (note: meditation hall, movement space and dining hall are all well heated).

Mattresses are provided; however you will need to bring all your own bedding and linen, including pillow.

Shared and single rooms: Most of the retreat participants will sleep in shared rooms. We generally have far more requests for a single room than is possible to fulfill. We do our best to accommodate the needs of everyone attending the retreat, but **we cannot guarantee anyone a single room upon registration.** Rooms are allocated about 1 week before the retreat commences, once we have dealt with last minute cancellations and replacements and know who the final retreat participants are.

Food and catering

Three nutritious vegetarian meals will be provided each day. We will also cater for vegan and gluten-free diets. If you have specific dietary requirements, please indicate this when registering online, so that we can organise your requirements with the cook.

Retreat fees

7 day (7 night) retreat fee – \$660*

* Melbourne Insight Meditation is a not-for-profit organisation, and the retreat fees above cover the basic costs of food, accommodation, and administration associated with offering the retreat (i.e. teacher's travel costs, insurance, Melbourne Insight Meditation administration). The retreat cost does not cover the teachings, as these are offered freely in accordance with the Buddhist tradition. Students are invited to make a *dana* (donation/gift) offering to Carol and Angela via the *dana* box at the retreat, or directly to them via an EFT transfer (details will be given in the confirmation letter, and at the retreat).

Supported place on the retreat

There is a \$10 contribution from each retreatant which goes towards offering a supported position on the retreat. This enable someone who is unable to pay the full cost of the retreat due to financial circumstances to be able to attend.

If you are interested in applying for a supported place, please contact the Registrations Manager to discuss this.

Registering for the retreat

Retreat fees include a minimum non-refundable deposit of \$100 required to confirm your booking.

- If possible, please prepay the full retreat fee amount.
- Early registration and full payment is encouraged, as places are limited.
- If the retreat is fully booked upon registration, you will be notified and your name will be placed on a waiting list. You will then be contacted if a place becomes available.

To secure your place on the retreat, please follow the bookings link on our website. This will take you to our bookings system where you can complete your registration form online and make payment for the retreat via credit card.

PLEASE NOTE: the balance of your fee is due no later than MONDAY 24th September 2018. If you choose not to pay in full when registering, our online booking system will automatically bill the retreat balance to your credit card on this date. If for some reason your balance is not paid by this date, your place on the retreat may be offered to someone else.

Cancellation Policy

We understand that circumstances change, and that people sometimes need to withdraw from a retreat booking. However, it is also important that we are given enough time to try and find someone to fill your place. Dealing with cancellations and trying to find someone to fill a place can take a large amount of time, which increases our administrative costs. Retreat fees cover the basic costs of putting the retreat on. If you cancel and we cannot fill your place, our organisation is left to pay your costs such as food and accommodation. As a not for profit organisation with limited funds this exposes us to considerable risk.

Cancellation fees apply as follows:

- a) Cancellation at any stage means loss of deposit (\$100).
- b) If a cancellation is made at any time and we cannot find someone to take your place, your full retreat fee will be retained.
- c) If a cancellation is made within 7 days of a residential retreat and we are able to find someone to take your place, 50% of your retreat fee will be retained.

Please arrange work and personal commitments in order to stay on the retreat grounds for the full duration of the retreat for which you're registering.

Thank you.
With warm regards,

Emma Swann
Retreats Registrations Manager
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