

Embroiderers' Guild of Victoria - Retreat 2027 Registration Form

Friday February 05, to Sunday February 07, 2027

At Prestige Hotels & Resorts- Oceanfront Resort Sooke

*Required to complete

*Name: _____ *Membership No.: _____

*Address: _____ *City: _____ *Postal Code: _____

*Email address: _____ *Ph: (____) _____

Emergency Contact: _____ Ph: (____) _____

Do you have special needs? (Specify below: food, allergy, mobility, etc.) Yes ☐ No ☐

Mobility: _____

Food allergies or sensitivities: _____

HOTEL ACCOMMODATIONS

Two nights - 2 Queen bed Standard Room, based on double occupancy, \$420.00 per person.

Please note: the Hotel has 2 wheelchair accessible rooms (one King bed & pull-out sofa).

Please indicate if required, first come first serve. Yes ☐ Note: Room pricing will charge if single occupancy \$595.00

Sharing the room with - Roommate Name: _____

(Your roommate must register and pay separately).

I want a SINGLE room (no roommate). Yes ☐ No ☐

(Extra cost to have a room by yourself - \$595.00 single occupancy)

REGISTRATION TIMELINES

September 01, 2026, Registration open for EGV, EAC/ACB Vancouver Island members and other EAC/ACB members

November 14, 2026, Registration closed (final numbers are required by the hotel)

December 12, 2026, Final payment due

Registration limited to thirty participants.

PAYMENT

Retreat weekend (based on 3 days/2 nights, Hotel room, Venue and Catering).

EGV members, EAC/ACB Vancouver Island members and other EAC/ACB members

\$420.00 per person (double occupancy)

\$50.00 non-refundable deposit, with the completed registration due by September 12, 2026

\$185.00 due on October 10, 2026 (partial payment)

\$185.00 due on December 12, 2026 (final payment)

\$595.00 (single occupancy)

\$50.00 non-refundable deposit, with the completed registration due by September 12th, 2026

\$272.50 due on October 10, 2026 (partial payment)

\$272.50 due on December 12, 2026 (final payment)

HOW TO REGISTER

Please **print** both pages of the Retreat registration form, **complete** the forms with your details, you can bring your registration and payment to the EGV General meeting or **scan** the completed forms and **email** your completed registration forms to ssmacdon@outlook.com and electronic sent your payment.

OR mail your complete forms to: Retreat 2027, Sharon MacDonald 1147 Camrose Cres Victoria BC V8P 1M9.

Please don't forget to include your registration payment, as noted in the various methods outlined in the "Instruction for making payments" outlined below.

I am paying the full amount (double occupancy) \$420.00 by Cheque/Cash ☐ e-Transfer ☐ PayPal ☐
I am paying for a single room – full amount of \$595.00 by Cheque/Cash ☐ e-Transfer ☐ PayPal ☐

I am paying in installments, my \$50 non-refundable deposit with my registration by Cheque/Cash ☐ e-Transfer ☐ PayPal ☐

I am paying my balance by Cheque/Cash ☐ e-Transfer ☐ PayPal ☐

Double occupancy Due October 10th, 2026 - \$185.00

Single occupancy due October 10th, 2026 - \$272.50

Double occupancy Due December 12th, 2026 - \$185.00

Single occupancy due December 12th, 2026 - \$272.50

Instructions for making payments.

Embroiderers' Guild of Victoria (EGV) accepts the following forms of payment: Cash, Cheque, e-Transfer and PayPal. **NO POST-DATED CHEQUES**

For e-Transfer - Please send your payment to egvtreas@gmail.com The Auto Deposit function has been turned on, so, no password is required. **Please** follow this up with an email to both the Treasurer egvtreas@gmail.com and the Event Coordinator Sharon MacDonald ssmacdon@outlook.com to let her know you paid, that you sent an e-Transfer, the amount you paid and for the event – Retreat 2027

For PayPal - Please contact the Treasurer egvtreas@gmail.com indicate the amount and for the event – Retreat 2027.

The Treasurer will send you a PayPal invoice to pay. When you have made your payment **please** follow this up with an email to the Treasurer and the Event Coordinator Sharon MacDonald ssmacdon@outlook.com to let her know you have paid your invoice by PayPal, the amount you have paid and for the event – Retreat 2027.

For Cash and Cheque payments – Please plan to drop off your payment directly to the Event Coordinator Sharon MacDonald. Please email ssmacdon@outlook.com or call to arrange a time at 250 208.9083.

CANCELLATION

This event follows the EGV Finance policy on cancellations, however additional restrictions can be applied under the contract with the Prestige Hotels & Resorts- Oceanfront Resort Sooke.

The cancellation date for Retreat 2027 is December 12, 2026

As per the Embroiderers' Guild of Victoria, Finance Policy - Established: 2023

Cancellation of events or classes:

- As per the Education Policy, there is an automatic default cancellation date of thirty (30) days prior to the start of an event, class, or workshop unless otherwise specified.
- If the Guild cancels the event, those registered will be refunded their full amount.
- If a participant cancels prior to the identified cancellation date, the executive and event committee will determine what refund is provided after considering any expenses already paid on behalf of that participant.
- If a member wishes to cancel after the cancellation date, no refund will be provided by the Guild, nor is the Guild responsible for finding a replacement. The member may choose to find an alternate in which case the two people will decide how the member is reimbursed for money already paid to the Guild.

PLEASE NOTE: THERE ARE **NO** WAITING/STANDBY LIST COLLECTED FOR THIS EVENT.

If a participant cancels prior to the identified cancellation date, OR after the cancellation date, the Guild is not responsible for finding a replacement. It's the members' responsibility to find an alternative.

PLEASE, if you have any questions, just email me at ssmacdon@outlook.com or call at (250) 208.9083.

Thank you, Retreat 2027 Coordinator,

Sharon MacDonald