

## **INFORMATION ABOUT MAKING A RESERVATION**

### **REGISTRATION**

In order to hold your reservation, please send the following:

1. Completed "Registration" form (address is on Registration form)
2. Signed "Matthew House Use Contract"
3. Non-refundable deposit of \$100 (make checks payable to:  
Little Chapel on the Boardwalk

### **FEES**

A fee of \$10.00 per person, per night, must be received two weeks before your arrival date. For groups staying 6 nights, the fee is \$50.00 per person – no charge for the 6<sup>th</sup> night.

### **ARRIVAL/CHECK-OUT**

- 6 nights – arrive Sunday; depart Saturday
- 4-5 nights – arrive Sunday or Monday; depart Thursday or Friday
- Check-in time is after 1:00 pm and check-out is by 9:30 am
- A member of our church will meet your group upon arrival and will familiarize you with the house.

### **CONTACT INFORMATION**

Ann Martz, Coordinator, [amartz5@ec.rr.com](mailto:amartz5@ec.rr.com)

910-256-3204 (home)

410-274-3811 (cell)

*Little Chapel on the Boardwalk's*

**MATTHEW HOUSE**

**REGISTRATION**

***Please return completed Registration, signed Mission House Use Contract  
and your non-refundable deposit of \$100 payable to Little Chapel on the Boardwalk to:***

**Ann Martz, Matthew House Coordinator  
Little Chapel on the Boardwalk Presbyterian Church (USA)  
2 West Fayetteville Street, Wrightsville Beach, NC 28480**

(Please memo 'Matthew House' on your check)

**CONTACT INFORMATION**

Name of Church or Mission Group \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name of Group Contact \_\_\_\_\_

Phone \_\_\_\_\_ (Email) \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

**PARTICIPANTS**

The Matthew House will accommodate up to 16 participants.  
All participants must be 14 years or older (or a rising high school freshman).  
Please bring 1 adult for every 6 youth.

Number of Male Adults \_\_\_\_\_

Number of Male Youth \_\_\_\_\_  
(ages 14-17)

Number of Female Adults \_\_\_\_\_

Number of Female Youth \_\_\_\_\_  
(ages 14-17)

Name of Mission Agency: \_\_\_\_\_

[ ] **deposit check attached**

LITTLE CHAPEL ON THE BOARDWALK PRESBYTERIAN CHURCH  
Wrightsville Beach, North Carolina  
MATTHEW HOUSE USE CONTRACT

State of North Carolina  
County of New Hanover

**Release and Agreement**

This release and agreement, executed on: (Date) \_\_\_\_\_  
between Little Chapel on the Boardwalk Presbyterian Church of Wrightsville Beach, North Carolina, hereinafter  
referred to as "Little Chapel", \_\_\_\_\_ of  
\_\_\_\_\_ hereinafter referred to as "User".

Whereas, User has requested that Little Chapel permit it to use a facility owned and operated by Little Chapel,  
known as the Little Chapel on the Boardwalk Presbyterian Church Mission House, located at 14 West Fayette-  
ville Street in Wrightsville Beach, North Carolina. (Hereinafter referred to as Mission House), for an activity to be  
conducted by the User; and

Whereas the Little Chapel has consented to the use of Mission House by the User, but has requested that part  
of the agreement for the use of said Mission House, the User release the Little Chapel from any responsibility  
for any actions, accidents, injuries, damage or other activities occurring during the use of the Mission House by  
the User, and

Whereas the User has agreed to the request of Little Chapel, the parties do hereby covenant and agree together  
as follows:

**Witnesseth:**

For and in consideration of the mutual promises and covenants set forth herein, the User releases Little Chapel  
from any claim arising in any way from the use of the facility of Little Chapel by the User whether the claim  
arises for injury to person or damage to property of any other claim which may arise of or during the use of the  
facility by the User.

Further, the User agrees to assume all liability for any injury or damage resulting to any persons or property or  
any other claims which may arise as a result of or during the use of the facility by the User expense, loss or dam-  
age of any kind incurred as a result of claims or damage hereafter made which arise during the period of usage  
of the facility of Little Chapel by the User.

The User represents that the facility or portion thereof is adequate for its proposed use. It will restrict its activi-  
ties to those areas designated herein and will hold Little Chapel harmless for any injury to person or damage to  
property which results from its members use of portions of the premises outside the proposed use.

In witness whereof, the parties hereto have executed this release at Wrightsville Beach, North Carolina, the day  
and year first above written.

Little Chapel on the Boardwalk Presbyterian Church  
Party of the First Part

By: \_\_\_\_\_, USER

By: \_\_\_\_\_

Group: \_\_\_\_\_

# INFORMATION ABOUT THE USE OF MATTHEW HOUSE



- The maximum number of people who will be allowed to use the Matthew House for overnight stays is 16.
- Animals are not permitted in the Matthew House.
- NO alcoholic beverages are allowed in the Matthew House or on the property.
- NO smoking is allowed in the Matthew House or on the property.
- Respect should be shown to surrounding neighbors regarding noise, trash, and general behavior.
- The church can assume no responsibility for personal or group items left in the Matthew House.

