

# ROUGHLEY MANOR SCRAPBOOKING RETREATS

Jan & Gary Peters owners of Roughley Manor Bed & Breakfast have been hosting Scrapbooking retreats for 10 years. These retreats were held in the Great Room of the Main house on the grounds. As the Scrapbooking retreats expanded it became apparent that a new venue was necessary. In July 2009 we opened our new Scrapbooking Room. The room is 1248 sq ft of pure scrapbooking pleasure.

## **Included in the room is:**

- A bathroom
- A kitchenette to include a full size refrigerator, microwave, coffee pot and sink.
- Coffee, tea, creamers, sugar, ice, coffee mugs, wine glasses, paper towels and numerous utensils. Large ice tea jug.
- 24 individual 6 foot scrapbooking tables.
- Individual lamps for each table
- Cup and trash holders attached to each table
- Three 6 foot product tables for consultants to use for display
- One 4 foot general purpose table.
- Automobile access to French doors on side of scrapbooking building for loading and unloading supplies. Once supplies are unloaded, cars are to be parked either in front of the Manor or by your rooms.

## **Included in the Retreat:**

- Two nights lodging. Normally Friday and Saturday night.
- Welcome reception Friday evening with numerous appetizers provided by Roughley Manor. Consultants are responsible for drinks only.
- Gourmet breakfast Saturday and Sunday
- Dinner Saturday night. Includes Salad, Main Entrée, Fresh Bread, Dessert, Tea and Coffee. The Dinner venue may be in the Great Room or outside depending on weather.
- Room check in is at 2:00 PM or later and check out is 11:00 AM. Two rooms have king size beds. 10 Rooms have queen size beds. There is a hide a bed in the Farmhouse Room and the Campbell Suite and two queen size beds in the Cholla Room. All rooms have TV's, DVD/VCR players, hair dryers, robes and private baths. Wireless internet is available throughout the grounds.
- Scrapbooking room available beginning at noon Friday and continues 24 hours a day (if desired) until 3:00 PM Sunday. Scrapbookers **must** check out of their rooms by 11:00 AM. They can store their things in their car or in the reception room at the Manor and continue scrapbooking until 3:00 PM.

## **Rates for retreats. Rates are based on double occupancy:**

- Guest fees: Friday through Sunday, minimum double occupancy. Contact Roughley Manor for specific rates.
- Minimum number of scrapbookers 18 plus one coordinator. Maximum 27 including coordinator.
- Consultant fee: The Cottage is provided free Thursday, Friday and Saturday nights (single occupancy) for retreats of 18 or more guests. Consultant is responsible for paying for her Saturday night dinner (\$23.60).

## **Deposits:**

- 50% non refundable deposit required 30 days prior to event in order to guarantee the availability of the rooms previously reserved. Remaining balance paid at event. Rooms not identified at this point will be made available to rent for those dates.