
Stella Maris Retreat and Renewal Center

Meeting Request Form

Instructions:

Please print this form, then fill out the required information.

Mail or fax the information to Stella Maris.

We will follow up to confirm your dates.

Stella Maris Retreat Center
130 East Genesee Street
Skaneateles, NY 13152

315/685-6836
315/685-7008 (fax)

(Please Print)

Group or Organization: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Email Address: _____

Please make three choices of dates:

Arrival Date/Time: _____ Departure Date/Time: _____

Arrival Date/Time: _____ Departure Date/Time: _____

Arrival Date/Time: _____ Departure Date/Time: _____

of people -- daytime _____ # of people -- overnight _____

Please choose types of rooms you will need:

Large Conference Room

Breakout Rooms

Medium Sized Room

Chapel

Special Request: _____

Thank You. We will call or email to follow up and confirm. Once we have confirmed your reservation, we will forward some additional paperwork and will require a \$50 deposit to hold your space.
