

GROUP BOOKING INFORMATION SHAMBALA RETREAT CENTER



Dear Seminar Leader

Thank you very much for your inquiry into leading a group at our *Shambala Oceanside Retreat Center* in Bali.

How many participants can stay at Shambala?

- To qualify as a group, you need to book at least 10 ROOMS with SINGLE Accommodation including food. (*Or the equivalent of 12.500.000 RP per day.*)
- We can receive up to 27 guests (*some in single and some in shared accommodation*) but ideally about 21 -24 guests.
- We have 16 HOUSES/ ROOMS at Shambala for a total of 16 SINGLE or 11 SHARED and 5 SINGLE

SHAMBALA OCEANSIDE RETREAT



ROOM / BED EXPLANATION

These houses offer a **KING BED** and a **SINGLE BED**

- **Double Story with kitchenette**
- BRAHMA GARDEN (1 KING BED & 1 SINGLE BED)
- BRAHMA UPPER (1 KING BED & 1 SINGLE BED)
- **Double Story Octagon with kitchenette**
- QUAN YIN UPPER (1 KING BED & 1 SINGLE BED)
- QUAN YIN GARDEN (1 KING BED & 1 SINGLE BED)
- **Double Story Octagon with kitchenette**
- RAJINDER UPPER (1 KING BED & 1 SINGLE BED)
- RAJINDER GARDEN (1 KING BED & 1 SINGLE BED)
- RAMA Single Story Octagon Bungalow (1 KING & 1 SINGLE BED) OCEAN VIEW through the garden
- SITA Single Story Octagon Bungalow (1 KING & 1 SINGLE BED)
- VISHNU Single Story Octagon Bungalow VISHNU (1 KING & 1 SINGLE BED)
- BUDDHA Single Story Octagon Bungalow (1 KING BED & 1 SINGLE BED)

These houses/ levels offer **only a KING BED or only TWO SINGLE BEDS**

- **Single Story Octagon**
- PURA KECIL (1 KING BED) OCEANVIEW

- **Double Story Octagon**
- KRISHNA UPPER (1 KING BED) OCEAN VIEW
- KRISHNA GARDEN (2 SINGLE BEDS) OCEAN VIEW

- **Double Story Octagon**
- RADHA UPPER (1 QUEEN BED) OCEAN VIEW
- RAHDA GARDEN (2 SINGLE BEDS) OCEAN VIEW

- **1 Story on Stilts**
- BABAJI aka TREE-HOUSE a house on stilts (1 KING BED and a downstairs veranda style outdoor king-sized swing with a mattress)
- OCEAN VIEW upstairs through the garden



MEETING HALL

We offer one meeting hall, with a super high vaulted ceiling (*about 36 feet, 12 meters*).

- Our **YOGA HALL** offers 24 **Back Jacks**, sponge mats, and *Yoga Mats*.
- We gladly supply AC on request for an extra charge per hour of **50.000 RP**

BONUS

- If you book at least **15 rooms**, either *Shared or Single*, you will receive. **1 accommodation and food for the group leader**.
- By booking 10 **SINGLE ROOMS**, you will receive the **Yoga Hall** for **FREE**.

COST for ACCOMMODATION is including 3 vegetarian meals/day in Buffet Style

- **SHARED ACCOMMODATION** per person is **950,000 RP** (*maximally 2 people per room*)
- **SINGLE ACCOMMODATION** per person is **1,250,000 RP**

INCLUDED ARE:

- **3 very tasty vegetarian meals per day, served BUFFET style, (*Raw or Vegan or Gluten/free option*)**
- **Herbal teas**
- **Purified water in all rooms/houses and restaurant**

RESTAURANT & FOOD: The **RESTAURANT** is right on the ocean with a wonderful view.

- **VEGETARIAN FOOD** is served **BUFFET STYLE = 3 x per day**.

- We offer VEGETARIAN food with EGGS, some milk products, and with many VEGAN dishes.
- TOTALLY VEGAN on request is possible.
- On requests we offer RAW FOOD at an additional cost.
- Please let us know of any food allergies.

THE GOVERNMENT TAX of 11% is already included in the per-person price.

EXCEPTIONS AT SHAMBALA:

- **NO ANIMALS** at all are allowed on the premises of Shambala.
- If a guest has an animal they wish to bring, we must give the pet to stay at a Pet-Sitter for the duration of the event for a fee of 100.000 RP per day.
- **NO SMOKING** at Shambala except at the edge of the beach to the fishermen's boats.
- **NO DRUGS**
- **NO ALCOHOL**
- **NO MIND-ALTERING SUBSTANCES OF ANY KIND**
- **NO GRANDMOTHER'S MEDICINES**
- **NO BODILY PENETRATION OF ANY KIND IN THE TEACHING HALL**

SHARING the TIPS:



A GOODBYE CELEBRATION:

Our **MANTRA SINGING CEREMONY** which we *gladly offer free of charge as your goodbye gift to your group* at the end of your stay at **Shambala** is a very memorable experience.

- **This is a good moment to offer the collective TIP to our staff. Tips can be collected by all participants and shared at the GOOD BY CEREMONY.**
- We suggest about 50.000 RP per person / per day.

BOOKING THE ENTIRE SHAMBALA RETREAT CENTER

If you wish to book the entire retreat center for your group, please inquire with us first if that is possible, because we do have individual guests staying at Shambala at times.

If it is possible, **you will need to let us know** at the time of your booking **that you wish to book all the rooms.** PLEASE NOTE: **If you block the entire retreat center for your own group, upon agreement from us, you will be required to pay for all rooms, whether you fill all your rooms or not.**

TRANSPORTATION: We work with freelance drivers and will gladly connect you to taxis for your pick-ups. Your payment and detailed arrangements will need to be sent directly to the freelance drivers.

If we need to handle your driver's payment, we will need to surcharge the price by 30%.

ARRIVING AT SHAMBALA

IT IS AN ABSOLUTE MUST THAT YOU CALL DIAN 20 MINUTES PRIOR TO YOUR ARRIVAL via WHATSAPP at +6281338674895

- Shambala is located 200 yards from the main street.
- **We do not have street access.**
- The **main gate to Shambala** always **remains closed.**
- **If anyone arrives with their own transportation,** they absolutely must call our **guest service manager DIAN at +6281338674895** about 20 minutes prior to arrival.
- **If they do not do that, nobody will be able to help them with their luggage, and they get the FLOWER SHOWER upon arrival and we can properly check in the guest.**

NEW TRAVEL REQUIREMENTS IN INDONESIA:

- **Indonesia requires double vaccination.** Guests traveling to Indonesia **must show proof of having downloaded the PENDULI LINDUNGI App and on**

request show that they received the double vaccination prior to departure.

- **The exemption** is if a person has an ironclad health exemption signed by a specialist doctor/hospital.
- Our latest travel information is available on the Telegram channel for Shambhala <https://t.me/balishambala>
- The **Vaccination Status** links in with the **PenduliLindungi App**, and all the important travel documents are uploaded there.
- **We can** also provide **concierge service** contact for you for individual pick up right from the airplane to assist with the arrival procedure

PENDULI LINDUNGI APP

- **ANDROID** <https://play.google.com/store/apps/details?id=com.telkom.trace.ncare&hl=en&gl=US>
- **APPLE** <https://apps.apple.com/id/app/pedulilindungi/id1504600374>

VISA AGENCY

We've been happily working together with **Highway Visa** for decades already and can highly recommend this company.

- **HIGHWAY VISA Pak WAYAN** <email@baliconsultant.com>
- **WhatsApp address: +62 813-3852-0871**

For your group booking questions please contact us via email at **info@bali-shambala.com** and please send DIAN a WhatsApp message to **+6281338674895**



SEMINAR - BOOKING - AGREEMENT

Name of the Seminar Leader:

E-mail:

Phone number:

Contact phone number in case of emergency:

Name of the Group Organizer (if different):

Email address of Group Organizer:

Phone number:

Check-In Date (by 2 pm):

Check-Out Date (by 11 am):

SHARED ACCOMMODATION FULL FARE: 950.000 PR per day, per person

- **NUMBER OF SHARED ROOMS TO BE BOOKED: _____**

SINGLE ACCOMMODATION FULL FARE: 1.250.000 RP per day, per person

- **NUMBER OF SINGLE ROOMS TO BE BOOKED: _____**
- **YES, I wish to book all 16 ROOMS at SHAMBALA and will pay for all the rooms, at a minimum of 20.000.000 RP per day.**

BONUS: If you bring the equivalent of 20.000.000 IDR per day, you receive 1 accommodation and food for the group leader.

WHAT NEXT:

STEP 1: SEND YOUR SIGNED GROUP BOOKING AGREEMENT and let us know how many rooms you wish to book , minimally 10 rooms/houses.

- Before we accept your reservation, you must sign this AGREEMENT below. Upon review, we will countersign the agreement and you can send your deposit.

STEP 2:

SEND YOUR DEPOSIT of 30%

The DP is calculated in the following way:

The number of rooms booked, multiplied by the number of days booked, multiplied by 1.250.000 RP = TOTAL DEPOSIT AMOUNT

STEP 3: WhatsApp Group

We will create a WhatsApp group with you, your organizer, and our office staff to facilitate communication and coordination. **Please send a WhatsApp Message to DIAN at +6281338674895**

STEP 4: FILL IN YOUR ROOM ARRANGEMENT VIA the GOOGLE EXCEL LINK see sample

https://docs.google.com/spreadsheets/d/1bHQ9u4P1_DrarKlk6SHZmWdIVGqxM3-QpMLPWAjFRco/edit?usp=sharing

- We will send you a ROOM ARRANGEMENT LINK via *GOGGLE EXCEL LINK*.
- YOU will fill in the names of the participants
- We need a passport photo, and visa number sent to our guest service manager's WhatsApp number DIAN **+6281338674895**
- **This ROOM ARRANGEMENT LINK will serve as a ledger for all your payments received and payments still due.**

- As per Indonesian requirements we can only charge in IDR. If you make a transfer with another currency, we will only credit your account with the amount of IDRs that were received in our bank account.

STEP 5: PAYMENTS:

- **Your 2nd DP is due about 3 months prior to your group.**
- **Your 3rd DP and final payment are due 2 weeks prior to your seminar.**

Due to frequent bank delays, we require payment 2 weeks in advance of your seminar. NO EXCEPTIONS

EXTRA CHARGES

- Massages or extra purchases will be paid by signing a bill which will be debited to each room. Each participant will be able to settle their bills at the end of the stay, using a Credit Card or PayPal.

PAYMENTS can be made directly via BANK TRANSFER, PayPal, or Bank Transfer using WISE:

- We accept payments via PayPal. The PayPal fee is 4.5% is added to your bill. Our PayPal email address is: info@bali-shambala.com
- You can send the payment to our BCA Account directly
- You can send your payment to our IDR Account with WISE. This is usually the cheapest and fastest way to pay. Not all countries are eligible.
- You can use this referral link as it will allow you a cheaper transfer <https://wise.com/invite/u/ilonas15>
- **VERY IMPORTANT: Please let us know via email when and under which name you have sent your DEPOSIT.**

CANCELATION:

- Nine months prior to your event, **there is no refund on your deposit.**

WORKING HOURS and MEALTIMES at Shambala Retreat Center:

Our staff comes to work at 8 AM to prepare breakfast and leaves at 8 PM. No exceptions can be made, except for our Night Security.

- **BREAKFAST: starting at 9 AM**

- LUNCH: 1 PM (is adjustable)
- DINNER: 6:00 PM

Should any of our staff have to come extra early or stay extra late we charge 50,000 RP per person / per hour.

MIND-ALTERING SUBSTANCES:

We do not permit any kind of mind-altering substances on the premises of Shambhala.

We want to alert you to the fact that Bali is part of Indonesia, which has a death penalty for using *or* importing any kind of narcotics.

Even the smallest amounts are punished with strong verdicts of incarceration and even death.

We also want you to be alert to the fact that psychedelic mushrooms are equally illegal in Bali.

We require you to cooperate with Indonesian laws and honor our Shambala Retreat Center as a drug-free zone, including any form of grandmother medicines.

I agree to the above conditions for booking arrangements with *Shambala Oceanside Retreat*

Name: _____

Signature: _____

Location: _____

Date: _____

ADDITIONAL ACTIVITIES AT SHAMBALA:

- **MASSAGES:** Per one-hour Massage: 145.200 Rp (plus 21% tax and tip)
- **DOLPHIN EXCURSIONS:** 350.000 Rp per boat per two persons

DAY-TRIP EXCURSIONS:

- We only connect you to **freelance drivers**. The prices that are mentioned here are **only a guideline**. Gasoline costs are constantly rising.
- **AIRPORT PICK-UP** per van and driver 950.000 Rp (for up to 4 passengers with luggage) plus tip.
- **UBUD PICK UP** per van & driver 800.000 Rp (for up to 4 passengers with luggage) plus tip.
- **Day-Excursion** per van and driver: 950.000 Rp (for up to 6 passengers) plus tip.
- **PLEASE PAY and TIP THE TAXI DRIVES DIRECTLY, or we need to surcharge you 30%.**

EQUIPMENT in the YOGA HALL:

- AUDIO SOUND SYSTEM with AUDIO-MIXER
- PA SYSTEM, with REMOTE or WIRED MICS
- CD & DVD & MP3 CDs PLAYER
- MP3 PLAYER CONNECTION please bring your own MP3 player)
- BEAMER: COMPUTER PROJECTOR (BEAMER) and Screen
- FLIP CHART or Dry Board on request
- Black Board
- WALL FANS
- 24 YOGA MATS
- 20 washable YOGA MAT PROTECTION TOWELS
- 40 YOGA BLOCKS
- 20 STRAPS
- 18 BOLSTERS for YOGA NIDRA
- 16 SPONGE MATS with purple cotton covers
- BACK JACK CHAIRS
- ROUND BIG PILLOWS
- SQUARE THIN PILLOWS

- HARMONIUM (150.000 Rp per day) In case of damage, the Harmonium will be repaired or replaced at your cost
- GUITAR (100.000 Rp per day)
 - In case of damage, the Harmonium or guitar will be repaired or replaced at your cost

Wi-Fi at Shambala:

- **1 FREE MODUM for the GROUP LEADER for personal use only.**
- **FREE Wi-Fi at the Meditation Hall**
- **FREE Wi-Fi at the Restaurant** for all guests, however, this is just for WhatsApp, Messenger & Email checking.
- EXTRA HIGH-SPEED MODEMS offering portable Wi-Fi for 50,000 IDR per day are available for rent. Please let us know if you think you will need some.
- The second person in the room pays 25,000 IDR extra for sharing the Wi-Fi modem.

VISA FOR GROUP LEADER:

Up until now, we were told by Immigration, that as long as the group leader comes to Bali and leaves Bali and collects the funds for the trips outside of the country, and does not advertise in Bali, nor take bookings in Bali, they can arrive on the TOURIST VISA. Others think getting a BUSINESS VISA is the safest bet.

WORKING IN INDONESIA:

If you live in Bali and run a group and or hire a Yoga-Teacher or anyone else who lives in Bali, you and/or they will need to have a WORK PERMIT / WORK KITAS.

We are looking forward to working with you and helping you make your stay with us at Shambala in Bali a Dream Come True!



Your Shambala Team