

**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?

- **We can accommodate up to a total of 28 guests** (*some in single and some in shared accommodation*)
- **Our YOGA HALL is well-suited for YOGA Practice groups of about 21 participants and for any other groups of 28 guests.**
- **We have 16 HOUSES/ ROOMS at Shambala** with
 - **12 SHARED ROOMS** (*with 1 KING and 1 SINGLE Bed*)
 - **4 SINGLE ROOMS** (*with 1 KING BED*).
- **To QUALIFY as a group, and to receive the Group Pricing you need to book at least 10 ROOMS at Single occupancy at minimum.**

COST for ACCOMMODATION for GROUPS ONLY (including 3 vegetarian meals/day in Buffet Style)

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

INCLUDED IS:

- **3 vegetarian meals served BUFFET style.**
- **Herbal Teas & hot water 24/7** at the restaurant
- **Purified water** in all rooms/houses & restaurant
- **The use of the Meditation Hall if you book 10 rooms at Single occupancy at minimum.**
- We do not offer the Meditation Hall for groups smaller than this size.

RESTAURANT & FOOD: The RESTAURANT is situated right on the ocean with a wonderful view, which seats up to 34 guests.



- VEGETARIAN FOOD is served BUFFET STYLE = 3 x per day.
- We offer VEGETARIAN food. Normally we offer some dishes with eggs, some milk products, and daily many VEGAN dishes.
- A buffet of only VEGAN DISHES is available on request.
- 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.

ROOM / BED ARRANGEMENT:

Most all our houses offer a KING BED and a SINGLE BED

SHAMBALA OCEANSIDE RETREAT



Each DOUBLE-STORY house has its own entrance & and bathroom.

- **BRAHMA GARDEN (1 KING BED & 1 SINGLE BED)**
- **BRAHMA UPPER (1 KING BED & 1 SINGLE BED)**
- **QUAN YIN UPPER (1 KING BED & 1 SINGLE BED)**
- **QUAN YIN GARDEN (1 KING BED & 1 SINGLE BED)**
- **RAJINDER UPPER (1 KING BED & 1 SINGLE BED)**
- **RAJINDER GARDEN (1 KING BED & 1 SINGLE BED)**
- **KRISHNA UPPER (1 KING BED)** right on the ocean with OCEAN VIEW
- **KRISHNA GARDEN (2 SINGLE BEDS)** right on the ocean with OCEAN VIEW
- **RADHA UPPER (1 QUEEN BED)** right on the ocean with OCEAN VIEW
- **RAHDA GARDEN (2 SINGLE BEDS)** right on the ocean with OCEAN VIEW

SINGLE STORY HOUSES

- **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)**
- **PURA KECIL (1 KING BED only)** right on the **OCEAN**
- **BABAJI is a house on stilts** (1 KING BED and a downstairs veranda-style outdoor king-sized swing with a mattress) with **OCEAN VIEW from the balcony through the garden.**



MEDITATION AND YOGA HALL

Our Meeting Hall has a beautiful super-high vaulted ceiling (*about 36 feet, 12 meters*).

The Meeting Hall is included in the price when you bring a group of at least 10 Rooms at Single Occupancy at Shambala.

Our HALL offers:

- **34 Back Jacks,**
- **34 large round pillows for the back with 34 Flat pillows to sit on**
- **24 YOGA Half Moon Pillows**
- **24 Sponge mats**
- **27 Yoga Mats**
- **23 Bolsters**
- **16 YOGA BLOCKS**
- **AC is available on request for an extra charge per hour of 50.000 RP.**
- **AUDIO SOUND SYSTEM with AUDIO-MIXER**
- **PA SYSTEM, with REMOTE or WIRED MICS**
- **CD & DVD & MP3 CDs PLAYER**
- **MP3 PLAYER CONNECTION (bring your own MP3 player)**

- **COMPUTER PROJECTOR (BEAMER) and SCREEN**
- **FLIP CHART ON REQUEST**
- **12 WALL FANS**

BONUS

- **If you book at least 15 rooms, either *Shared* or *Single*, you will receive 1 accommodation & food in the value of 950.000 PR for free.**

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 all the rooms at Shambala for increased privacy you can book all 16 houses.

You will be required to pay for all rooms, whether you fill all your rooms or not. Unfilled rooms will be charged at the cost of 850.000 RP per day.

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 you request us to handle your driver's payment, we will need to surcharge you by 30%.

PRIOR TO ARRIVING AT SHAMBALA

Because we are located 200 yards/ meter from the main street, we do not have roadside access. The *Shambala Retreat Center* doors also remain closed for privacy, and therefore you need to call us in advance of your arrival.

- **Please let us know the exact time of arrival** for your group or each individual guest, **as this ensures that your guest**

receives a small, beautiful FLOWER SHOWER and WELCOME DRINK upon arrival.

- **Please contact EDY 20 MINUTES PRIOR TO YOUR ARRIVAL via WHATSAPP at +6281338674895.**
- **If any guests arrive with their own transportation, they absolutely must call our guest service manager EDY at +6281338674895 about 20 minutes prior to arrival.**

NEW TRAVEL REQUIREMENTS IN INDONESIA:

The VACCINE REQUIREMENTS have been canceled as of now.

Please also always check prior to departure [HERE](#) OR [HERE](#)

The only OFFICIAL INDONESIAN ONLINE E-VISA Site [HERE](#)

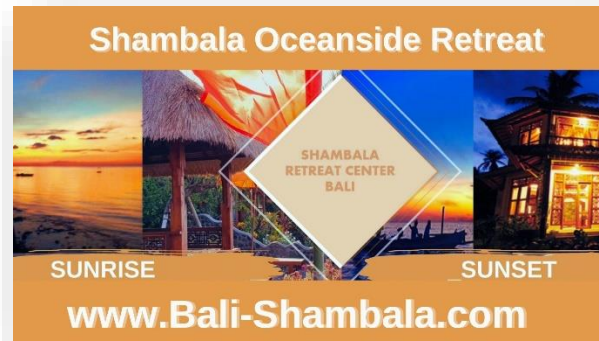
HIGHWAY VISA AGENCY [contact E-Mail HERE](#)

- Indonesia currently dropped the mandate for COVID-19 vaccination.
- Our latest travel information is available on the Telegram channel for Shambhala <https://t.me/balishambala>
- **We can** give you a contact number for ordering a **concierge service** contact for you **for individual pick up right from the airplane** to assist with the arrival procedure.

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**



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**

- **SINGLE ACCOMMODATION FULL FARE: 1.250.000 RP per day, per person**
- **YES, _____ I wish to book all 16 ROOMS at SHAMBALA including 1 BONUS FREE ROOM. This choice is **NON-CHANGEABLE**.**

BONUS: If you bring the equivalent of 18.750.000 RP per day, you receive 1 accommodation and food in the value of 950.000 RP.

WHAT NEXT:

STEP 1: SIGN THIS GROUP-BOOKING-AGREEMENT

- **Please sign this AGREEMENT with your e-signature. Upon review, we will countersign the agreement and you can send your deposit.**

STEP 2:

1. **Send your DEPOSIT # 1 of 30% to reserve your spot at Shambala.**
2. **Send your DEPOSIT # 2 of 30 % 3 months prior to your event.**
3. **Send your REMAINDER 14 days before your event. (No exceptions)**

As per Indonesian requirements, all our charges are in IDR. Please make sure you designate IDR as the currency if you make a transfer from another currency. We will credit your account with the total IDRs that were received in our bank account.

CANCELATION and TERMS & CONDITIONS:

- **Nine months** prior to your event, **there is NO refund on your deposit.**
- We recommend [WeTravel](#) as your **booking & and payment platform** for multi-day and group travel businesses.
- Here you can get a **Travel Insurance Quote**
<https://product.wetravel.com/travel-insurance>

DEPOSITS & PAYMENTS

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

- We accept payments via **PayPal**. The PayPal fee of 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**. 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 **the DATES** and under **WHICH NAME** you have sent your DEPOSIT. We get the same amount from various group leaders and **need to be able to identify your DP.**

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 EDY at +6281338674895**

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

- **See sample here:**
https://docs.google.com/spreadsheets/d/1bHQ9u4P1_DrarKIk6SHZmWdIVGqxM3-QpMLPWAjFRco/edit?usp=sharing
- **We will send you via email your own ROOM ARRANGEMENT LINK via *GOGGLE EXCEL LINK*.**
- **Please fill in the NAMES of the participants as they register in this EXCELL SHEET.**
- **We recommend the oceanfront rooms/houses for early birds.**
- **If possible, send the passport photos and visa numbers of your participants to our guest service manager's WhatsApp number EDY +6281338674895**
- **The EXCELL SHEET for the ROOM ARRANGEMENT LINK will serve as a ledger for all your payments received and payments still due.**

EXTRA CHARGES

- **Massages or extra purchases will be paid for by signing a receipt, signed by each guest, 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.**

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 (is adjustable, at the latest starting at 7:30 pm)**

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

QUESTIONS

For your group booking questions please contact us via email at **info@bali-shambala.com**

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

Name:

Signature:

Location:

Date: _____

IMPORTANT

- Once you have your dates set make sure you send EDY a WhatsApp message to +6281338674895

ADDITIONAL ACTIVITIES AT SHAMBALA:

- **MASSAGES:** Per one-hour Massage: 266.200 Rp (including tax)
- **DOLPHIN EXCURSIONS:** 350.000 Rp per boat/ per two persons

DAY-TRIP EXCURSIONS:

- We 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) & Screen**
- **FLIP CHART on request**
- **Dry Board or Black Board**
- **WALL FANS**
- **27 YOGA MATS**
- **20 washable YOGA MAT PROTECTION TOWELS**
- **40 YOGA BLOCKS**
- **20 STRAPS**
- **18 BOLSTERS for YOGA NIDRA**
- **24 SPONGE MATS with purple cotton covers.**
- **34 BACK JACK CHAIRS**
- **34 ROUND BIG PILLOWS**

- **34 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 are not considered as working in Bali. It is best to get a BUSINESS VISA. Pak Wayan at HIGHWAY VISA will gladly help you.

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