

**SS2022 Retreat Registration**  
**Concentration, Jhana, and Breath with Shaila Catherine**  
Co-sponsored by Bodhi Retreats and Insight Meditation South Bay  
*www.imsb.org*

**Contact Retreat Registrar:** [meditation3@bodhicourses.org](mailto:meditation3@bodhicourses.org)

**Location:** Saratoga Springs, 10243 Saratoga Springs Road, Upper Lake, CA 95485

**Dates/Times:**

Full retreat: Tuesday, May 3–Thursday, May 12, 2022

Partial retreat: (Available as space permits.) Must begin on May 3 and include a minimum of 3 nights.

The retreat sign-in begins with registration from 2:00 – 3:30 pm on May 3. The program will end with an optional noon lunch on May 12. For individuals signing up for the partial retreat, pre-arrange your departure day and time with the registrar.

Please arrange your travel schedule to arrive and depart at the designated times. Late arrivals will not be accommodated on this retreat. On the closing day, the program will end before 12:00 noon, and participants are encouraged to stay to enjoy lunch before departing around 1:00. If your travel arrangements necessitate an early departure on the final day of May 12, please inform the registrar in advance; we can accommodate early departures on the final morning.

You may arrange to arrive early, the night before the retreat begins, for an additional fee.

**Cost:**

**Full retreat: 9 nights is \$2,800 – \$1,250 sliding scale.**

- Camping or double occupancy sliding scale for friends or couples sharing a room: \$1900 – \$1250 (estimated actual cost is \$1650)
- Single occupancy sliding scale: \$2800 – \$1900 (estimated actual cost is \$2300)

Fee covers only accommodations, food, and basic administrative expenses. There will be an opportunity at the end of the retreat to make a donation to the teacher. The estimated actual per-person cost if we had used a fixed rate is \$1650 for a shared room or camping, and \$2300 for a single room. Selecting an amount above the estimated actual cost will support the retreat and enable those who need to select a lower rate to attend the retreat. Selecting an amount below the estimated actual cost self-selects a supported scholarship rate. This sliding scale will allow most scholarship needs to be managed by self-selecting an amount lower than the estimated actual costs. Inquire with the registrar if you need additional scholarship support to attend.

**WORK STUDY POSITIONS:** A limited number of volunteer work exchange positions may be available. These service roles have a registration fee of \$800 and involve approximately 3-4 hours of work per day (mostly kitchen work, grocery shopping, and managing yogi jobs). Arrival for work study should be on May 2 to help set up the retreat.

**MONASTIC SCHOLARSHIPS:** Several monastic scholarships are available for this retreat. These scholarships provide either partial or full scholarships for ordained practitioners. Full scholarships are intended for monastics who do not earn money, and do not have money to spend

on fees. To apply for a monastic scholarship, please fill out this registration form. Include a note to the registrar requesting a monastic scholarship. Indicate whether you need a full scholarship, or if you are able to contribute a portion of the fees. Suggest the amount that would be comfortable for you to contribute. Monastics are responsible for their own transportation costs. The scholarship grant covers room and board for the duration of the retreat.

**PARTIAL ATTENDANCE:** Partial attendance may be arranged for a stay of at least 3 nights, but priority is given to full retreat participants. Applicants for partial attendance will be placed on a wait list which will be reviewed approximately 2 months prior to the retreat:

3 nights (Tuesday–Friday): Camping or doubles attending together \$720; Singles \$990

4 nights (Tuesday–Saturday): Camping or doubles attending together \$940; Single \$1300.

5 nights (Tuesday–Sunday): Camping or doubles attending together \$1150; Single \$1600

6 nights (Tuesday–Monday): Camping or doubles attending together \$1350; Single \$1890.

7-8 nights is same as full retreat: Camping or doubles attending together \$1900 – \$1400;  
Single \$2800 – \$1900

**Deposit:** \$250 (Non-refundable)

**Cancellation Policy:**

The \$250 deposit is non-refundable. The balance is handled as follows:

Before two months prior to the retreat (earlier than March 3, 2022)

Any retreat fee paid over the \$250 deposit will be refunded to you by check. Or you may request that the funds be transferred to teacher dana or to our scholarship fund (these transfers are not tax-deductible).

Two months or less prior to the retreat (March 3, 2022 or later)

There is a \$1,275 cancellation fee (including the \$250 deposit). The remaining balance of what you paid, up to \$1,025, will be granted to you as a 2-year voucher toward a future Bodhi-Retreats retreat or Bodhi-Courses online class. Any amount you paid over \$2,300 will be due to you as a refund. You can request one of these options for that refund:

- Apply it toward the 2-year voucher.
- Transfer the refund to teacher dana or to our scholarship fund (these transfers are not tax-deductible).
- Receive a refund check.

If the retreat must be canceled (due to unforeseen circumstances), full refunds may be given to those registered at the time the retreat is canceled.

**Retreat Registrar:** Jennifer Johnson at (678) 431-5166 or [meditation3@bodhicourses.org](mailto:meditation3@bodhicourses.org).

**To register, please:**

- **Fill out the Online Registration Form**  
You may preview the questions starting on the next page.
- **Send the deposit (minimum \$250) by check or Zelle.** After you submit your online registration, you will receive an auto-confirmation email containing information on how to send the payment.

**We are not currently accepting credit card transactions.** Contact the registrar for alternative payment arrangements (available only if the above two options are not possible).

- **Remit the balance of the retreat fees by March 3, 2022 by check or Zelle.**

**SS2022 Retreat Registration**  
**Concentration, Jhana, and Breath with Shaila Catherine**

This form takes approximately 20 minutes to complete. You may download the PDF version of this registration form to preview the questions. It is best to complete and submit the form in one sitting. There is no guarantee that you can return to the survey with your responses saved if you quit halfway.

**Note:** This will be a non-smoking retreat. Vaccination to prevent COVID is required. Please contact the registrar if you need to request a vaccination exemption.

Name: First \_\_\_\_\_ Last: \_\_\_\_\_

Email: \_\_\_\_\_

Address

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province/Region: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone numbers: Work: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Occupation: \_\_\_\_\_ Age: \_\_\_\_\_

How did you learn about this retreat?

\_\_\_\_\_

Emergency Contact

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Experience**

This retreat is designed for experienced students. Previous retreat experience in the insight meditation tradition is required, with a minimum of at least one week-long silent residential retreat. If you do not have the required experience, your attendance requires approval from the teacher.

**Is this your first residential retreat?**

- Yes
- No

**Retreat**

**Please list the dates of previous retreats you have attended that were taught by Shaila Catherine.**

**Please describe your experience with other meditation retreats. Approximately how many silent residential retreats have you attended, what is your longest retreat, and in what traditions?**

**Please describe any other practices or retreats that have a significant impact on your meditation practice.**

**Please describe any psychological conditions or life changes that might make meditation practice difficult at this time (such as anxiety, panic, depression or other mental health conditions requiring medical treatment, grief, recent loss, recent change of job, recent marriage or divorce, psychological illness, drug addiction, alcoholism, etc.). If you are experiencing intense emotional states, please check with your therapist to determine if this is an appropriate time for you to undertake an intensive silent retreat. We recommend that only those who are experiencing a considerable degree of mental stability consider attending this retreat. We ask that students who have used mind-altering or hallucinogenic drugs within the last two years (including plant-based ceremonial substances) refrain from attending this retreat.**

**This will be a silent retreat environment. Retreatants need to be at ease with both silence and solitude. Silence is required, and participants are asked to remain on the property during the course of the retreat and refrain from all contact with people outside the retreat. This means no use of cell phones, smart phones, or Internet, no texting, e-mail, or any other form of communication except in the case of an emergency. There will be group and/or individual meetings with the teachers. Participants are expected to periodically communicate with the teachers at these scheduled meetings. Do you agree to keep the silence in the retreat, refrain from using electronic communication devices, and communicate with the teachers at designated times?**

- Yes
- No

**If no, please explain. If you anticipate needing to communicate with family or anyone outside of the retreat, please indicate below or inform the registrar or teachers.**

**Are you willing to take the following precepts and abide by them during the retreat?**

- Yes
- No

During the retreat, we vow to abide by the five precepts, which are:

1. To abstain from killing and harming living beings (This includes all beings, both human and otherwise.)
2. To abstain from stealing or taking what is not given
3. To abstain from sexual misconduct (On retreat, we abstain from all sexual activity.)
4. To refrain from false, malicious, or harsh speech (On this retreat, we will maintain silence except when functional speech is required during work meditation and meetings with the teacher(s).)
5. To refrain from using intoxicants (This includes drinking alcohol, smoking, and using recreational or mind-altering drugs. Note that this is a non-smoking retreat, which prohibits the use of traditional as well as e-cigarettes.)

**We maintain a dress code that is casual but discrete. The guidelines are the same for males and females. You should be covered from shoulders to knees—no shorts (unless they are long enough to cover the knees when sitting) and no revealing shirts. Are you willing to abide by this dress code during the retreat?**

- Yes
- No

**Is there anything else you would like the teacher to know that might help them guide your practice during this retreat?**

**References**

(First time retreatants) Applicants are not always able to accurately assess their readiness to attend intensive group retreats, and we do not have staff resources to support special psychological needs. Therefore, we now require newcomers to Bodhi Retreats to provide two referrals from established meditation teachers, recognized sangha leaders, or previous participants of Bodhi Retreats. We may contact one or both of your references to verify that they perceive you as a mature, emotionally stable, suitable candidate for this intensive silent retreat. Please provide two references here.

Name of personal reference #1 \_\_\_\_\_  
Role or affiliation (such as meditation group that they lead, organization where they teach, association with a meditation community etc.) \_\_\_\_\_  
Your reference's location (City/State/Country) \_\_\_\_\_  
Your reference's email \_\_\_\_\_  
Your reference's phone number \_\_\_\_\_

Name of personal reference #2 \_\_\_\_\_  
Role or affiliation (such as meditation group that they lead, organization where they teach, association with a meditation community etc.) \_\_\_\_\_  
Your reference's location (City/State/Country) \_\_\_\_\_  
Your reference's email \_\_\_\_\_  
Your reference's phone number \_\_\_\_\_

**Medical Needs**

**Do you have any medical needs or mobility limitations?**

- Yes
- No

**Please describe any medical needs, mobility limitations, physical limitations, or injuries that would prevent you from doing sitting and walking meditation, or require special accommodation, or affect the performance of a basic chore/yogi job. Indicate if you have any environmental sensitivities that might affect room assignments. If you have mobility limitations, please contact our retreat registrar for details about accessibility.**

**Would you have difficulty ascending one flight of stairs, or wish to request a room that is accessible without stairs?**

- Yes
- No

**Teacher Dana**

Registration fees cover food, accommodations, and basic administration expenses. There will be an opportunity to offer donations/dana at the end of the retreat to support the teacher(s).

**Scholarship**

Would you be willing to help those who need financial assistance to attend the retreat?

- Yes

Amount of your donation to the scholarship fund: \$ \_\_\_\_\_

Tax-deductible donations to the scholarship fund may be made payable to “IMSB” or to “Insight Meditation South Bay”. Please write a separate check for your donation and send it to the retreat registrar. Write “B-R scholarship” on the memo line. You may also donate by Zelle transfer, but it will not be tax deductible.

To request scholarship assistance, please email the registrar.

**Deposit/Retreat Fee**

How do you intend to pay the deposit/retreat fee?

- Zelle transfer
- Mail a check
- Contact the registrar for alternative payment options (available only if the above two options are not possible)

**Guidelines for Preventing the Spread of COVID-19**

Our guidelines to prevent the spread of COVID-19 will be adjusted based on the state of the pandemic at the time of the retreat. We intend to be very cautious. The guidelines will likely include the requirement to wear a face mask that covers your nose and mouth in all common indoor areas, submit to daily contactless temperature checks, maintain social distance from others during the retreat, take appropriate actions to limit the potential for contact with the virus in the two weeks prior to the retreat and during your travel to the retreat, and to agree to depart immediately if you become ill. Do you agree to abide by these guidelines?

- Yes
- No
- Unsure (contact the registrar if you need more information to decide)

Are you fully vaccinated to prevent a COVID-19 infection? Fully vaccinated is defined as having received a second dose of the Pfizer or Moderna vaccine, or the single dose J&J vaccine, and their booster shots (if suggested by the CDC) at least 2 weeks prior to the start of the retreat.

- Yes, I am fully vaccinated now.
- Yes, I am in the process of getting vaccinated and will be fully vaccinated by the time of the retreat.
- Unsure if I will be vaccinated by the time of the retreat.
- I do not expect to be vaccinated by the time of the retreat.

Attendance at this retreat requires vaccination to prevent a COVID infection. If you need to request a special exemption to the vaccination requirement, please contact the registrar. If extreme circumstances prohibit vaccination, we will consider admitting a maximum of 2 unvaccinated participants who agree to strictly isolate for 14 days prior to the retreat, can travel safely to the retreat, and test negative for COVID-19 in the 3 days prior to the retreat.

**Rides**

We encourage everyone willing to offer a ride or who needs a ride to communicate these offers and needs. More information will be provided about transportation after you register. Prior to the pandemic we coordinated a ride-share van, but suspended this service during the pandemic. Our ability to coordinate shared rides will depend upon local pandemic conditions, county health orders, and the vaccination status of participants. Although we cannot know in advance, we are operating with the hope that by the time of this retreat the pandemic will have greatly subsided and that it will be safe to coordinate rides amongst fully vaccinated passengers. Rides cannot be guaranteed, but we will do our best to match fully vaccinated participants who need rides with those offering rides.

- I will drive myself.
- I will drive myself and can offer other fully vaccinated participants a ride.
- A friend or family member will drop me off and pick me up.
- I intend to arrange a ride with a professional ride service or taxi.
- I will be arriving by air and I'm interested in reserving a seat on a shared van or town car service with other fully vaccinated participants. The cost would be shared between the passengers.
- I anticipate needing an arranged ride to the retreat center.
- I do not know yet, but will make appropriate arrangements.
- Other. Please explain:

(I will drive myself and can offer other fully vaccinated participants a ride.)

**You're offering a ride to others. Please indicate from which area, route or airport.**

\_\_\_\_\_

**Can they contact you directly?**

- Yes
- No

**Phone and/or email (if different from the ones provided earlier)**

\_\_\_\_\_

**(I anticipate needing an arranged ride to the retreat center.)**

**Where would you need to be picked up?**

\_\_\_\_\_

**(I'm interested in reserving a seat on a shared van or town car service.)**

**Which airport will you most likely be arriving at?**

- San Francisco
- Oakland
- San Jose

**Do you have a plan for how you will depart and where you will go should you feel ill and need to leave the retreat early?**

- Yes. Please describe:

\_\_\_\_\_

- I am working on it and will develop my departure plan before I arrive at the retreat.

**What questions or comments do you have about rides, precautions to prevent the spread of COVID-19 or dealing with illness?**

**Diet**

**Three full meals are included in the retreat program. Please indicate the category of food you will eat:**

- Omnivore (includes meat/chicken/fish)
- Pescatarian (vegetarian but will eat fish)
- Vegetarian

**If there are certain ingredients that you cannot eat under any condition for medical reasons, please explain below.**

**If you do not eat three meals each day, please indicate which mealtimes you will NOT attend.**

- Breakfast
- Lunch
- Dinner

**Do you have any special kitchen skills?**

Please describe any kitchen skills we should consider when assigning yogi jobs.

Check the tasks that you might feel comfortable performing.

- slice veggies finely and evenly
- bake muffins, cornbread, cookies, or boxed brownies unsupervised
- cook oatmeal and prepare breakfast for 30 people unsupervised
- cook soup (recipes provided) for 30 people unsupervised
- prepare creative salads for 30 people
- assist a cook as instructed
- safely operate a food processor
- wash and scrub pots and pans
- sweep and mop floors
- coordinate manage kitchen teams
- wash and scrub vegetables at night
- work with a team to clean up after the meals
- other skills (Write any other skills in the box below)

Explain other skills. For example, do you generally have good kitchen skills, have prior experience cooking in a commercial kitchen or for large groups, have strong preferences for which times of the day you would prefer to work or not want to work, or have any special kitchen skills or interests that could assist this retreat?

**Retreat Option**

Please check the option you are signing up for. Priority will be given to participants signing up for the full retreat.

- Full retreat: 9 nights, Tuesday –Thursday, May 3–12, 2022
- Partial retreat, starting on May 3:
  - Enter the number of nights you will be staying (minimum of 3): \_\_\_\_\_
  - Enter the date on which you plan to leave: \_\_\_\_\_
  - Enter the approximate time that you plan to leave: \_\_\_\_\_

Do you wish to add early arrival at the retreat center on May 2 (add \$125)?

- Yes
- No

You may arrive a day early to be assured that you are onsite before registration closes at 3:00pm on May 3. You may arrange for a hotel in the area, near the San Francisco or San Jose airport, or stay at the retreat center on the night of May 2.

Arrival on May 2 (after 4pm) at the retreat center is an additional \$125 and includes a simple breakfast on May 3. Lunch on May 3 for early arrivers will be a simple meal prepared by volunteers; local restaurants are also available for those who arrive with their own transportation.

**Saratoga Springs Accommodations, Bedding, and Towels**

Saratoga Springs has a variety of accommodations in cabins, lodges, and bunk rooms that include singles, double, triple, and quad occupancy. With limited singles to offer, and various health and safety restrictions, please be sure to explain your needs and preferences to facilitate the rooming assignments. RV with hookup, car camping, tenting, and two unheated wooden screened huts are also available. Weather conditions at this time of year are usually conducive to camping, but nights can be cold and campers must bring their own camping gear, tent, and all bedding. Therefore, camping is more suitable for participants who intend to travel by car and can bring sufficient gear.

The retreat center provides all sheets, blankets, pillows, and bedding for their lodges and winterized/heated cabins. To prevent the introduction of bed bugs or other pests into this environment, the center prohibits participants from bringing their own bedding, with the exception of pillows. The center allows personal pillows but only if you agree to use their approved pillow cases (rental fee of \$10, price subject to change).

Do you intend to bring a personal sleeping pillow?

- Yes
- No
- Not Sure

**Room Option**

Due to precautions regarding the spread of COVID-19, the double occupancy rate for sharing a room is only available to couples, friends who arrive together, or fully vaccinated participants.

Fully vaccinated is defined as having received a second dose of the Pfizer or Moderna vaccine, or the single dose J&J vaccine, and their booster shots (if suggested by the CDC) at least 2 weeks prior to the start of the retreat.

Final accommodations will depend on the number of individuals who elect the various options. Campers will choose a rate along the double occupancy sliding scale. Those who select the single room option will select a rate along the single room sliding scale.

**What is your sex?**

- Female
- Male

**Please select your rooming preference:**

- Single
- Double with my spouse, partner, or friend
- Camping in my RV/tent

**Some single rooms are in multi-room cabins where single occupants will share common spaces such as bathroom, hallways and sitting area.**

**Are there any genders that you would be uncomfortable room common cabin spaces with?**

**(Single)**

**What is your reason for requesting a single room? Describe your medical need, sleep disorders, snoring patterns, CPAP use, COVID concerns, or personal preferences.**

**Which single accommodation do you prefer?**

- I prefer a single room in a shared cabin that has a bathroom in the cabin.
- I prefer a stand-alone cabin without a bathroom and I can walk a minute or two to a nearby bathroom at night.
- Either type of single accommodations is fine for me.

**(Double with my spouse, partner or friend)**

**Name of person you will be rooming with:** \_\_\_\_\_

Couples may room together if both parties agree to practice in silence. Our experience, however, is that couples usually will go deeper in their meditation practice if they room separately. Please consider this before requesting to room with an intimate partner.

**(Camping in my RV/tent) What is your camping preference?**

- Personal RV with hookup
- Personal Van or RV without hookup
- Personal Tent
- Non-winterized wood hut

The camping options require you to provide your own gear and bedding such as tent, sheets, pillow, mattress pad, and sleeping bag. Nights can be quite cold. If you stay in a tent you should bring extra blankets and protection from the cold ground.

**Camping in Non-Winterized Wood Huts**

There are also two non-winterized wood huts. These provide private but rustic accommodations. They each have a bed (without bedding), but only screens for windows, and power is supplied only by an extension cord. (All other cabins have beds with bedding, glass windows, and power outlets.) Nights can be cold in May. Occupants of the non-winterized wood huts must provide their own bedding: sleeping bag, extra blankets, sheets, pillow, bath/hand towels, flashlights and/or battery operated lantern with extra batteries. The non-winterized wood huts are not air-tight, so you will need to be equanimous with the possible presence of bugs in those rooms. It may be possible to arrange in advance to rent bedding from the center, but these huts are best for participants who are arriving by car and can easily bring their own bedding.

(Non-winterized wood hut) Bedding in non-winterized wood hut camping option:

- I can bring my own bedding
- I would need to rent bedding from the center
- Not sure at this time if I will need to rent bedding

Do you have any other questions or comments?

By entering my full name below, I confirm that all of the above information is correct to the best of my knowledge, and I acknowledge that I have considered my psychological condition and have determined that it is appropriate for me to undertake this retreat. I have read and agreed with an affirmative response to abide by the guidelines described and to maintain silence, keep the precepts, and respect the dress code.

I understand that attendance is at the discretion of the teacher, and I agree to depart if requested by the teacher, and to bear any and all costs involved in an early or unexpected departure.

**Full Name** \_\_\_\_\_

## WAIVER OF LIABILITY

### **Voluntary Participation**

1. I acknowledge that I have voluntarily applied to participate in all or part of the meditation retreat sponsored by Bodhi-Retreats and/or Insight Meditation South Bay that will be held May 3-12, 2022, with an option to arrive one night early.

### **Assumption of Risk**

2. I am aware that participating in this event may involve strenuous physical activities such as work meditation, yoga, or movement classes; risks associated with hiking, including contact with poison oak and wildlife; and because this event is a group activity, the risk of being exposed to the COVID-19 virus, even though precautions will be taken to prevent exposure. I am also aware that this is a silent, intensive meditation retreat and that participants in such retreats may experience intense and unusual psychological, spiritual, and/or physical states arising from the meditation and associated retreat activities. I am voluntarily participating in these activities with full knowledge of the risks involved, and hereby agree to accept any and all risks of harm that may result from these activities.

### **Release**

3. As consideration for being permitted by Bodhi-Retreats and/or Insight Meditation South Bay, or one of its affiliates to participate in these activities and use their facilities, I hereby agree that I, my assignees, heirs, distributees, guardians, and legal representatives will not make a claim against, sue, or attach the property of Bodhi-Retreats, Insight Meditation South Bay, its affiliates, employees, agents or volunteers or any of its affiliated organizations for injury or damage resulting from acts, howsoever caused, by any employee, agent, volunteer, or contractor of these organizations, or any of their affiliated organizations, as a result of my participation in this event, except when an employee, agent, volunteer, or contractor of Bodhi-Retreats or Insight Meditation South Bay or any of its affiliated organizations exhibits gross negligence, or intentionally acts in a manner likely to lead to my being harmed. I hereby release Bodhi-Retreats and Insight Meditation South Bay, and any of its affiliated organizations from all actions, claims or demands that I, my assignees, heirs, distributees, guardians, and legal representatives now have or may hereafter have for injury or damage resulting from my participation in this event, except when an employee, agent, or contractor of Bodhi-Retreats and Insight Meditation South Bay, or any of its affiliated organizations exhibits gross negligence or intentionally acts in a manner likely to lead to my being harmed.

### **Knowing and Voluntary Execution**

4. By ENTERING MY FULL NAME BELOW, I have carefully read this agreement and fully understand its contents. I am aware that this is a release of liability and a contract between myself and Bodhi-Retreats and/or Insight Meditation South Bay, and/or its affiliated organizations, and sign it of my own free will.

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Full Name