

Cancellation & Refund Policy

We hope you will take a moment to review our cancellation and refund policy. Approximately one week prior to an on-site program, Sophia Center pays housekeeping to clean and supply the rooms and the kitchen staff to purchase food and prepare meals for our guests. Additional staff works to prepare materials and ensure everything is ready for your arrival. Also, we compensate our presenters independent of the number of retreatants registered for both Zoom and on-site retreats. In order to help offset the financial impact of cancellations, we have implemented the following:

- **Cancellation of your registration:**
 - a request to cancel your registration must be received no less than 7 days prior to the scheduled start date in order to receive a 50% refund.
 - If a guest doesn't attend a program and has not canceled their registration at least 48 hours in advance, no refund will be given.
- **A request for transfer of payments made to another retreat or program:**
 - Requests must be received no less than 7 days prior to the scheduled start date of the retreat or program. As a courtesy, Sophia Spirituality Center will transfer your payment to another Sophia Center offering. If you cancel your registration for that retreat as well or, if after one year, the funds have not been utilized, they will be recorded as a donation gift to Sophia Center. *Please note that funds cannot be transferred for use with spiritual direction or massage.*
- **If Sophia Spirituality Center must cancel for any reason:** You will be offered the option of transferring your payment to another offering or receiving a full refund for the total amount paid.

Consider donating your payment as a gift to Sophia Center if you are in a position to do so. The Benedictine Sisters of Mount St. Scholastica subsidize our retreats and programs, making it possible for us to offer them at or below the actual cost.