



ONAC OF THE LOTUS SANCTUARY

PARTICIPANT AGREEMENT & INSTITUTIONAL POLICIES

Wellness Retreat Participation Agreement and Informed Consent

GOVERNANCE AUTHORITY

This Participant Agreement & Institutional Policies ("Agreement") establishes the institutional standards, participant expectations, financial policies, safety procedures, emergency response protocols, and mutual responsibilities governing participation in programs offered by the Oklevueha Native American Church (ONAC) of The Lotus Sanctuary ("ONAC").

This Agreement applies to every individual participating in any retreat, educational program, wellness experience, spiritual retreat, workshop, or event sponsored or administered by ONAC unless otherwise modified by a written agreement executed by ONAC.

The purpose of this Agreement is to foster a safe, respectful, professionally administered retreat environment that supports personal growth, education, wellness, reflection, community, and spiritual exploration while protecting the well-being of all participants, volunteers, staff members, and guests.

Participation in any ONAC retreat or program constitutes acknowledgment and acceptance of this Agreement.

Participant Initials: _____

ONAC Representative: _____

STATEMENT OF SHARED INTENT

At ONAC of The Lotus Sanctuary, we believe meaningful transformation occurs within an environment built upon mutual respect, personal responsibility, integrity, compassion, professionalism, and trust.

Every participant arrives with unique experiences, perspectives, and personal intentions. Likewise, every member of our staff, volunteer team, and leadership is committed to fostering a retreat environment that is welcoming, organized, respectful, and emotionally and physically safe.

This Agreement is intended to establish a shared understanding between ONAC and every Participant. It is not intended solely as a legal contract but as a mutual commitment to uphold the standards that allow every retreat participant to experience a safe, supportive, and meaningful environment.

By signing this Agreement, both ONAC and the Participant affirm their commitment to these shared values throughout the retreat experience.

Participant Initials: _____

ONAC Representative: _____

DEFINITIONS

For purposes of this Agreement:

Participant means the individual voluntarily participating in a retreat or program governed by this Agreement.

ONAC means the Oklevueha Native American Church (ONAC) of The Lotus Sanctuary, including its Branch Presidency, officers, employees, volunteers, facilitators, contractors, and authorized representatives acting within the scope of their responsibilities.

Retreat means any retreat, workshop, educational event, wellness experience, spiritual gathering, or other organized program administered by ONAC.

Retreat Property means any property, facility, lodging, land, vehicle, or venue utilized by ONAC during a retreat.

Emergency means any circumstance in which ONAC reasonably determines immediate action is necessary to protect the health, safety, or welfare of a Participant or another individual.

Emergency Contact means the individual designated by the Participant to be contacted in the event of an emergency.

Institutional Policies means the standards, procedures, rules, and expectations established by ONAC to promote participant safety, ethical conduct, operational consistency, and responsible administration of its programs.

Participant Initials: _____

ONAC Representative: _____

SECTION 1

MUTUAL COMMITMENT TO A SAFE & RESPECTFUL RETREAT ENVIRONMENT

Successful retreat experiences depend upon the mutual commitment of ONAC and every Participant to create an atmosphere of respect, professionalism, cooperation, and personal responsibility.

ONAC's Commitment

ONAC agrees to:

- Treat every Participant with dignity, respect, fairness, and compassion.
- Provide a welcoming, organized, and professionally managed retreat environment.
- Maintain appropriate professional boundaries.
- Exercise reasonable care in planning and administering retreat activities.
- Respond appropriately to health, safety, and emergency concerns.
- Respect Participant privacy and confidentiality to the extent permitted by law.
- Clearly communicate retreat policies, expectations, and procedures.
- Encourage Participants to ask questions and seek clarification whenever needed.

Participant Commitment

Participants agree to:

- Treat staff, volunteers, fellow Participants, and guests respectfully.
- Conduct themselves honestly and professionally.
- Follow reasonable instructions intended to promote safety and the orderly administration of the retreat.
- Respect retreat property and the personal property of others.

- Communicate openly regarding concerns that may affect safe participation.
- Accept responsibility for their own conduct, decisions, and interactions throughout the retreat.

Every Participant contributes to the experience of every other Participant. Respect, cooperation, and personal accountability are therefore essential conditions of participation.

Participant Initials: _____

ONAC Representative: _____

SECTION 2

HEALTH DISCLOSURE & PARTICIPANT ELIGIBILITY

Participant safety depends upon accurate and complete information.

Each Participant agrees to disclose any information that may reasonably affect their safe participation or the safety of others.

This includes, when applicable:

- Current medical conditions
- Current medications
- Allergies
- Pregnancy
- Recent surgeries or hospitalizations
- Mobility limitations
- Dietary restrictions
- Mental health conditions that may affect participation
- Emergency contact information
- Any other circumstance reasonably related to participant safety

Participants further agree to promptly notify ONAC if any material change occurs between registration and the beginning of the retreat.

Failure to provide complete and accurate information may result in postponement, modification of participation, or removal from the retreat when reasonably necessary to protect participant safety.

Participation eligibility shall be determined by ONAC based upon the information provided and the specific requirements of the retreat.

Participant Initials: _____

ONAC Representative: _____

SECTION 3

SUBSTANCE-FREE PARTICIPATION

To maintain a safe retreat environment, Participants agree to arrive free from impairment caused by alcohol, illegal drugs, or unauthorized intoxicating substances.

Participants further agree that they shall not possess, consume, distribute, or use unauthorized intoxicating substances while participating in retreat activities or while present on retreat property.

Participants agree to follow all preparation instructions provided by ONAC prior to the retreat, including recommendations concerning medications, supplements, nutrition, hydration, and other safety-related considerations that may reasonably affect participation.

ONAC reserves the right to postpone participation, deny admission, require additional safety screening, or remove any Participant when ONAC reasonably believes impairment or substance use may compromise the Participant's safety, the safety of others, or the orderly administration of the retreat.

These decisions shall be made solely for the purpose of maintaining a safe environment and shall not be interpreted as disciplinary unless otherwise stated.

Participant Initials: _____

ONAC Representative: _____

SECTION 4

ARRIVAL SAFETY SCREENING

The health, safety, and well-being of all Participants are central to the mission of ONAC of The Lotus Sanctuary. To help maintain a safe retreat environment, ONAC reserves the right to conduct reasonable safety screening before a Participant is admitted into a retreat program.

Safety screening is not intended to exclude Participants unnecessarily but to identify circumstances that may require additional discussion, accommodation, postponement, or referral in the interest of participant safety.

Arrival screening may include, when reasonably appropriate:

- Verification of Participant identity.
- Review of registration information and emergency contact information.
- Review of current medications or supplements voluntarily disclosed by the Participant.
- Wellness interview regarding current physical and emotional readiness.
- Drug screening when reasonably necessary to protect participant safety.
- Pregnancy testing when medically appropriate and applicable to the Participant.
- Confirmation that preparation instructions provided by ONAC have been followed.

Participants are expected to answer screening questions honestly and completely.

If a Participant declines to participate in required safety screening, or if the results of the screening indicate that participation may present a significant safety concern, ONAC reserves the right to postpone participation until the concern has been appropriately addressed.

Any postponement made under this Section shall be based solely upon participant safety and shall not be interpreted as a disciplinary action.

Participant Initials: _____

ONAC Representative: _____

SECTION 5

PROFESSIONAL STANDARDS & PARTICIPANT BOUNDARIES

ONAC is committed to maintaining an environment founded upon mutual respect, professionalism, ethical conduct, and healthy interpersonal boundaries.

Participants, volunteers, staff members, facilitators, and leadership are expected to contribute to an atmosphere that promotes personal dignity, emotional safety, and respectful interaction.

Participants agree to:

- Treat all individuals with courtesy, kindness, and respect.
- Respect the privacy and personal boundaries of others.
- Refrain from harassment, intimidation, bullying, coercion, discrimination, or abusive behavior.
- Refrain from unwanted physical contact or unwanted romantic or sexual advances toward participants, staff, volunteers, or guests.
- Respect retreat schedules, designated quiet hours, and shared community spaces.
- Use retreat facilities and property responsibly.

- Report safety concerns or policy violations promptly to ONAC staff.

To preserve professional relationships and protect both Participants and staff, Participants agree that all retreat-related communication shall occur through official ONAC communication channels unless expressly authorized otherwise.

Participants shall not use personal social media accounts, personal telephone numbers, private messaging platforms, or other unofficial communication methods to pursue personal relationships with ONAC staff, volunteers, or facilitators while actively participating in a retreat or during any designated follow-up period established by ONAC.

ONAC reserves the right to establish reasonable communication boundaries whenever necessary to maintain ethical standards, participant safety, or organizational integrity.

Participant Initials: _____

ONAC Representative: _____

SECTION 6

FINANCIAL AGREEMENT

Participation in an ONAC retreat constitutes acceptance of the financial policies outlined in this Agreement.

Reservation Deposit

A reservation is secured upon receipt of the required deposit as specified in the Participant's registration materials or invoice.

Unless otherwise agreed in writing, a **fifty percent (50%) deposit** is required to reserve a retreat space.

Submission of the required deposit guarantees the Participant's reservation, subject to compliance with this Agreement.

If a Participant is sponsoring another individual, the sponsored Participant's full legal name must be identified at the time of registration. The sponsoring individual acknowledges responsibility for all financial obligations associated with that reservation.

Final Payment

Unless otherwise agreed in writing, all remaining balances must be paid in full **no later than fourteen (14) days prior** to the scheduled retreat start date.

Failure to remit payment by the required deadline may result in postponement of the reservation to the next mutually available retreat date.

Cancellation & Rescheduling

Because retreat participation requires advance scheduling, staffing, lodging, and operational preparation, all payments are considered final once received.

Except where required by applicable law, **payments are non-refundable**.

If ONAC approves a postponement due to illness, emergency, safety concerns, or other circumstances determined appropriate by ONAC, previously paid amounts may, at ONAC's discretion, be applied toward participation in a future retreat.

Participant Responsibility

Participants remain responsible for all financial obligations associated with their retreat registration, including any third-party financing arrangements, payment plans, sponsorship commitments, or similar agreements entered into independently of ONAC.

Participants acknowledge that failure to attend a scheduled retreat does not automatically relieve them of financial obligations established under this Agreement.

Participant Initials: _____

ONAC Representative: _____

SECTION 7

EMERGENCY SAFETY AUTHORITY

The safety of Participants, staff, volunteers, and guests is ONAC's highest operational priority.

Participants acknowledge that unforeseen medical, psychological, behavioral, environmental, or other emergency situations may arise during the course of a retreat.

Accordingly, Participants grant ONAC advance authorization to take reasonable actions necessary to protect life, health, safety, and property whenever ONAC reasonably determines that immediate intervention is necessary.

Authorized emergency actions may include, but are not limited to:

- Temporarily suspending a Participant's involvement in retreat activities.
- Separating a Participant from group activities when necessary to maintain safety.

- Providing reasonable first-aid measures within the scope of staff training until emergency responders arrive.
- Contacting Emergency Medical Services (EMS).
- Contacting law enforcement when reasonably necessary to protect Participants, staff, volunteers, or the public.
- Contacting the Participant's designated Emergency Contact.
- Coordinating emergency transportation.
- Sharing information reasonably necessary to facilitate emergency care with emergency responders or receiving medical providers.
- Taking reasonable protective actions necessary to prevent imminent harm to the Participant or others.

These actions are authorized solely for the protection of participant health and safety and shall not be interpreted as disciplinary measures.

Whenever reasonably possible, ONAC will keep the Participant informed of emergency actions being taken on their behalf. However, Participants acknowledge that emergency circumstances may require immediate action without prior consultation when delay could increase the risk of harm.

Nothing in this Section limits the authority or independent judgment of Emergency Medical Services, law enforcement agencies, or licensed healthcare professionals once they assume responsibility for emergency response.

Participant Initials: _____

ONAC Representative: _____

SECTION 8

EMERGENCY MEDICAL TRANSPORT AUTHORIZATION

The Participant understands that while ONAC of The Lotus Sanctuary is committed to maintaining a safe retreat environment, unforeseen medical, psychological, behavioral, or environmental emergencies may occur that require immediate intervention by Emergency Medical Services (EMS) or other public safety agencies.

By signing this Agreement, the Participant provides advance authorization for ONAC to activate Emergency Medical Services, request law enforcement assistance when reasonably necessary, and arrange emergency transportation whenever ONAC reasonably believes that such action is necessary to protect the Participant or another individual from imminent harm or to address a serious health or safety concern.

The Participant authorizes ONAC to provide emergency responders with information reasonably necessary to facilitate appropriate emergency care, including emergency contact information and health information voluntarily disclosed by the Participant that is relevant to the emergency.

ONAC's designated nearest emergency medical facility is:

Mt. Timpanogos Regional Hospital

750 West 800 North
Orem, Utah 84057

The Participant understands and agrees that Emergency Medical Services retain sole authority to determine the most appropriate receiving medical facility based upon medical necessity, patient condition, transportation protocols, weather conditions, hospital capacity, or other operational considerations. Nothing in this Agreement requires EMS to transport the Participant to the designated facility if another destination is deemed medically appropriate.

The Participant acknowledges responsibility for all costs associated with emergency transportation, emergency medical treatment, hospitalization, physician services, medications, diagnostic testing, or related services provided by third parties.

Participant Initials: _____

ONAC Representative: _____

SECTION 9

TRANSFER OF CARE & MEDICAL RESPONSIBILITY

The Participant understands that ONAC of The Lotus Sanctuary is not a hospital, emergency medical provider, ambulance service, or healthcare facility.

Once Emergency Medical Services, law enforcement, fire department personnel, or another licensed healthcare provider accepts custody of the Participant, responsibility for medical evaluation, diagnosis, treatment, transportation, admission, discharge, and all clinical decision-making transfers exclusively to the receiving provider or agency.

From the moment custody is accepted by the receiving authority:

- Medical decisions shall be made solely by the receiving provider or agency.
- ONAC shall not direct, supervise, interfere with, or assume responsibility for medical judgment or treatment decisions.
- ONAC personnel shall cooperate with emergency responders by providing factual information reasonably necessary to assist with continuity of care.
- The Participant understands that all medical decisions following transfer shall be governed by the receiving provider's professional standards, legal obligations, and institutional policies.

The Participant further acknowledges that all financial responsibility for emergency transportation, emergency medical care, hospitalization, physician services, laboratory testing, imaging, medications, rehabilitation services, and any related medical expenses remains the responsibility of the Participant or the Participant's insurance provider.

Nothing contained in this Agreement shall be interpreted as limiting the independent authority of Emergency Medical Services, law enforcement, or licensed healthcare professionals acting within the scope of their professional responsibilities.

Participant Initials: _____

ONAC Representative: _____

SECTION 10

PARTICIPANT CONDUCT, SUSPENSION, & ECCLESIASTICAL GOVERNANCE

Participation in an ONAC retreat is a privilege that carries with it the responsibility to contribute to a safe, respectful, and supportive community environment.

ONAC reserves the right to suspend or terminate participation when a Participant's conduct substantially interferes with the safety, well-being, or experience of others or materially violates this Agreement.

Examples of conduct that may result in suspension or removal include, but are not limited to:

- Violence or threats of violence.
- Harassment, intimidation, bullying, or coercion.
- Sexual misconduct or unwanted physical contact.
- Possession or use of prohibited substances.
- Theft, vandalism, or intentional damage to property.
- Possession of weapons prohibited by retreat policies or applicable law.
- Repeated refusal to comply with reasonable safety instructions.
- Conduct creating a significant health or safety risk.

- Deliberate disruption of retreat operations.
- Knowingly providing false or misleading information during registration or safety screening.

When practical and appropriate, ONAC may temporarily suspend participation while an internal review is conducted. In circumstances involving immediate safety concerns, ONAC may remove a Participant from retreat activities without prior notice.

Participants removed from a retreat may be prohibited from returning to retreat property or participating in future programs until ONAC completes its review and determines that future participation is appropriate.

Participation in ONAC programs remains subject to the ecclesiastical governance, institutional standards, and organizational policies of the Oklevueha Native American Church and ONAC of The Lotus Sanctuary. Decisions concerning future participation, membership privileges, or access to programs shall remain within the discretion of ONAC leadership, consistent with its governing policies and applicable law.

Removal from a retreat does not automatically entitle the Participant to a refund.

Participant Initials: _____

ONAC Representative: _____

PARTICIPANT ACKNOWLEDGMENT & CERTIFICATION

By signing this Agreement, I certify that:

- I have carefully read this Participant Agreement & Institutional Policies in its entirety.
- I understand the rights, responsibilities, and expectations described herein.
- I have had the opportunity to ask questions regarding any provision of this Agreement.
- My questions, if any, have been answered to my satisfaction.
- I understand that participation in retreat activities is voluntary.
- I agree to comply with the institutional policies established by ONAC of The Lotus Sanctuary.
- I understand the emergency procedures, emergency transportation authorization, and transfer of care provisions contained within this Agreement.
- I understand that ONAC may take reasonable actions to protect participant safety when emergency circumstances arise.
- The information I have provided to ONAC is complete and accurate to the best of my knowledge.
- I understand that this Agreement represents the complete understanding between myself and ONAC regarding the matters addressed herein and supersedes prior verbal discussions concerning those matters unless amended in writing by ONAC.

EMERGENCY CUSTODY TRANSFER ACKNOWLEDGMENT

(To Be Completed Only If an Emergency Transfer Occurs)

Receiving Authority (Check One):

- ☐ Emergency Medical Services (EMS)
- ☐ Law Enforcement
- ☐ Fire Department
- ☐ Receiving Medical Facility
- ☐ Other: _____

Agency / Facility: _____

Name of Receiving Official: _____

Badge / Employee ID (if applicable): _____

Date: _____

Time: _____

Receiving Official Signature: _____

FINAL AGREEMENT & SIGNATURES

By signing below, I acknowledge that I have read, understood, and voluntarily agree to the terms and conditions contained within this Participant Agreement & Institutional Policies.

I understand that this Agreement establishes the mutual expectations between myself and ONAC of The Lotus Sanctuary regarding participation in retreat programs and that my participation is conditioned upon compliance with these policies.

PARTICIPANT

Printed Name: _____

Signature: _____

Date: _____

EMERGENCY CONTACT ACKNOWLEDGMENT

I acknowledge that I have been identified as the Participant's emergency contact and understand that ONAC may contact me if an emergency involving the Participant occurs.

Printed Name: _____

Relationship: _____

Signature: _____

Date: _____

ONAC REPRESENTATIVE

Printed Name: _____

Title: _____

Signature: _____

Date: _____

WITNESS (Optional)

Printed Name: _____

Signature: _____

Date: _____