

## Memo of Understanding

The purpose of this document is to memorialize the agreement between your church and Men in HD as it pertains to the 2024 Men in HD Conference and your commitment of participation. **For us to meet our guidelines we need to have a signed memo of understanding from each church that will be attending.**

Here is some key information for your decision-making process:

- We will be moving to Woodleaf Conference Center located in Challenge. This venue is located above Marysville and about 90 minutes northeast from Sacramento.
- We have signed the contract with Woodleaf for the weekend of September 20-22, 2024.
- Our keynote speaker will be Drew Sodestrom of Vintage Grace Church located in El Dorado Hills.
- Woodleaf is primarily a cabin driven housing model. Based on our contract negotiation, we can get the price down to \$229 per person. This covers 5 meals and two nights of housing.
- The 2024 payment plan is 25% of your total contract is due on signing of contract. For your MOU to be applicable both the signed MOU and 25% deposit must be received by Men In HD. The final 75% of total contract is due on September 6<sup>th</sup>, 2024.
- All beds are sold at the same price point. Each church that purchases at least one cabin, will be allotted a small amount of semi-private and/or private beds to accommodate special needs.

The following table is representative of your communications or history of participation in the event:

Church	Lead	E-Mail Address	Cabin Beds	Semi-Private	Private Beds	Total Beds	Price Per Bed	Total Due	25% Down Payment	75% Final Payment
Capital Baptist	Ken C.	<a href="mailto:kcampbell5856@gmail.com">kcampbell5856@gmail.com</a>	10	2	0	12	\$ 229.00	\$ 2,748.00	\$ 687.00	\$ 2,061.00

If you would like to increase your cabin bed allotment, please provide those numbers in the table below:

Church	Lead	E-Mail Address	Cabin Beds	Semi-Private	Private Beds	Total Beds	Price Per Bed	Total Due	25% Down Payment	75% Final Payment
Capital Baptist	Ken C.	<a href="mailto:kcampbell5856@gmail.com">kcampbell5856@gmail.com</a>		2	0	2	\$ 229.00			

Finally, you will need to sign the document. Remember that you serve as an agent of the Church that you represent and as such should ensure that you have the authority to sign contracts by your church leadership. Scan and e-mail to [stheller@deloitte.com](mailto:stheller@deloitte.com). Send your 25% Down Payment Check to Men in HD to 113 Conductor Way, Folsom, CA 95630.

**We will need your church response by Friday January 26th, 2024.** As always, if you have any questions, please feel free to call me at 916-365-6056.

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**Ken Campbell**\_\_\_\_\_ (Sign)

Steve Heller\_\_\_\_\_

Ken Campbell\_\_\_\_\_ (Print Name)

Director of Men in HD\_\_\_\_\_

Capital City Baptist Church\_\_\_\_\_ (Church)