



## Barbara C. Harris Center Reservation Request & Planning Guide

Thank you for considering the Barbara C. Harris Camp & Conference Center. To request a cost estimate or inquire about available dates for an event, please submit a completed and signed Reservation Request & Planning Guide to Gail Hernandez, Guest Services, [gail@bchcenter.org](mailto:gail@bchcenter.org), (603) 547-3052.

The reservation guide is a planning tool, not a contract, so please use your best guess when filling it out. After we receive your completed planning guide, we'll send you a cost estimate, available dates, and, if applicable, a Use Agreement and Statement of Account showing the amount of your deposit and the deposit due date. A signed agreement and non-refundable deposit are required to lock in your dates.

BCH reserves the right to increase rates annually. Groups should anticipate a 9% increase each January.

### What Your Rates Include

The Barbara C. Harris Camp and Conference Center (BCH) is open year-round and offers outstanding facilities, excellent food, and great service at reasonable rates. To help groups budget, we offer overnight lodging/meals packages, day-use rates, and commuter rates. Additional meeting space, snacks, coffee service, and certain activities are available for an additional charge. A minimum of 10 people is required.

**Overnight Packages:** Lodging/meals package are priced **per person** and include the following:

- 1 night lodging and 3 meals (usually dinner, breakfast, lunch)
- Campfire circle and use of the grounds for walking and hiking
- One meeting space, as assigned, available until 2pm on day of departure. If your sleeping space is in a lodge, your assigned meeting space will usually be in a lodge meeting room and includes basic A/V and Wi-Fi. Additional spaces are available for rent. Groups must have a designated technical and group contact(s). BCH reserves the right to assign meeting space.
- Snacks and coffee service are charged separately.

**Meeting Spaces:** We offer a variety of meeting and breakout spaces for groups from 10-180. Wi-Fi, A/V, 1 complimentary easel, tables, and chairs are available in most meeting spaces. The Gym, Dining Hall, and Shaw Lodge Living Room are usually public areas, but they can also be rented by groups.

### Day-Use Packages:

For day groups, there is a per-person, day-use fee that includes one main meeting space with an easel/pad. Meals, snacks, and coffee service are charged separately.

**Activities:** We are open year-round and offer many outdoor activities including hiking, swimming, boating, and snow shoeing. *Winter access to the lake is never allowed.* Our gym is air-conditioned and great for activities or as a main meeting space. The separate, carpeted side room offers a kitchenette and meeting room for 30 people.

Challenge Course and team-building experiences may be available seasonally for an additional charge and must be requested in advance. Contact Guest Services for pricing and availability.

## Event Reservation and Inquiry Process

**Please read this document completely before signing and returning to BCH.**

**Step 1** – Complete our Event Reservation Planning Guide as completely as you can and send to Guest Services.

**Step 2** – We will send you a cost estimate and confirm the date you asked for or give you a list of available dates. If your requested date is available, you’ll receive a Use Agreement to sign (contract) and Statement of Account that shows how much your non-refundable deposit is. **Once you receive your Use Agreement, you have 14 days to return the signed use agreement and deposit to BCH.** A signed use agreement and non-refundable deposit are required to lock in your dates.

**Step 3** – Plan your event. We will send you a site map, a copy of our Guest Policies, layouts of meeting and sleeping spaces, and information on what to bring and expect, as well as forms to help you assign sleeping space and keep track of special dietary needs. Guest Services is available to answer any questions you have during your planning process.

**Step 4** – Two months before your event we’ll send you a reminder of these important deadlines.

<b>Guaranteed Minimum Number of Guests</b>	Due: 45 days before your arrival date
<b>Event Cancellation Date</b>	Due: 45 days before your arrival date
<b>Certificate of Insurance (if applicable)</b>	Due: 3 weeks before arrival date
<b>Special Dietary Request</b>	Due: 3 weeks before your arrival date
<b>Coffee Service and Snack Orders</b>	Due: 3 weeks before your arrival date
<b>Final Invoice Payment:</b>	Due: 3-4 weeks before your arrival date
<b>Additional Charges Incurred</b>	Payment due 14 days after your departure

## Please Read: Use Agreement Terms

### **MINIMUM GROUP SIZE**

A minimum of 10 people is required for all retreats and meals. Special requests for a smaller group size will be handled on a case-by-case basis and is dependent on availability.

### **DEPOSIT**

A non-refundable reservation deposit of 20% or \$800, whichever is greater, is due within 14 days of booking along with a signed use agreement. The reservation deposit is non-refundable and will be applied to your final bill. Dates will be held for you until 14 days after the date of your contract, at which time they will be released if the non-refundable deposit and signed use agreement are not received.

### **USE AGREEMENT**

A signed use agreement is required in addition to the non-refundable deposit to lock in your dates with the Barbara C. Harris Center. Dates will be held for you until 14 days after the date of your contract, at which time they will be released if the signed contract and non-refundable deposit have not been received.

### **GUARANTEED NUMBERS**

Your guaranteed count is due 45 days prior to your arrival. You may increase your group numbers at any time if space allows. If your event's guaranteed attendee number is reduced in size after the 45 days, your group will be charged a one night's stay at the contracted room rate per attendee cancelled. If your event's guaranteed attendee number is not received 45 days prior as requested, you will be billed for the reserved guests and rooms at the contracted rate.

### **PAYMENT**

A final invoice will be provided upon receipt of your guaranteed minimum number. Payment in full is due within 2 weeks of the date of the final invoice.

### **CANCELLATIONS AND REFUNDS**

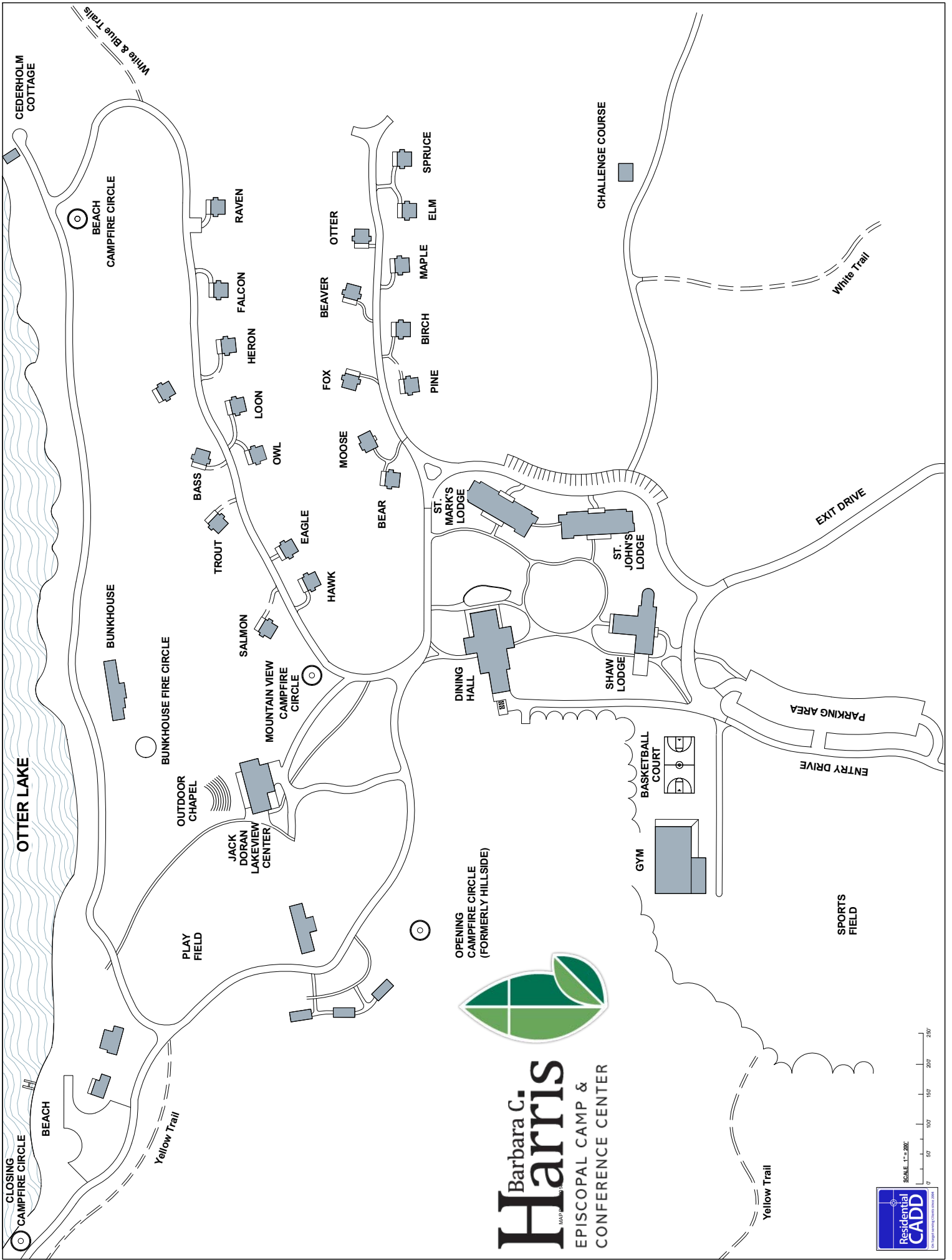
Your deposit is non-refundable. All cancellations must be received in writing prior to 45 days before your contracted arrival date. Failure to provide 45 days' notice of a cancellation means you will be responsible for full payment under this agreement.

### **LAST MINUTE CHANGES**

If there are last minute additions for your event the Barbara C. Harris Center will make every effort to accommodate the additional persons, provided space is available. The Barbara C. Harris Center will provide an additional invoice for "add-ons" at the regular per person rate.

### **INSURANCE & DAMAGE**

By signing the required Use Agreement you agree to indemnify, defend and hold harmless the Barbara C. Harris Center and the Episcopal Diocese of Massachusetts against any and all claims arising out of the use of the Barbara C. Harris Center. Your group is responsible for any damage to the property of the Barbara C. Harris Center beyond that which is generally considered to be from normal use.



**Barbara C. Harris**  
 EPISCOPAL CAMP &  
 CONFERENCE CENTER



# BCH Conference Center Reservation Request

## GROUP INFORMATION

Today's Date: \_\_\_\_\_

Requested Event Dates: \_\_\_\_\_

Expected Number of Participants: \_\_\_\_\_

Organization & Event Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Planning Contact: \_\_\_\_\_ Technical Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

## ARRIVAL & DEPARTURE:

Check-in is at 3pm; check-out by 10 am, unless prior arrangements have been made with Guest Services.

Arrival date: \_\_\_\_\_ Arrival time: \_\_\_\_\_ **FIRST MEAL:** \_\_\_\_\_

Departure date: \_\_\_\_\_ Departure time: \_\_\_\_\_ **LAST MEAL:** \_\_\_\_\_

NOTE: Please let your group know there is \$100 fee per key that is not returned.

## MEALS & SNACKS

Please include the **number of guests at each meal or snack**. Prices can be found on the Snack Selections & Coffee Service Order Form. Overnight rates include three meals, typically beginning with dinner and ending with lunch. Meal times are: Breakfast, 8 AM; Lunch 12:00 PM; Dinner 6 PM

DATE/ TIME	BREAKFAST # of guests	LUNCH # of guests	DINNER # of guests	MORNING SNACK # of guests	AFTERNOON SNACK # of guests	EVENING SNACK # of guests

DATE	Communion Bread*	Wine	# of guests

\*Communion bread can be picked up at the Dining Hall after breakfast. Wine, grape juice, chalices, patens, regular and gluten free wafers, prayer books and hymnals are located in the sacristy in Shaw Lodge.

## LODGING RESERVATIONS

Please read this section carefully and provide the estimated number of guests per lodging type.

BCH provides linens/pillows/towels/blankets in all lodge rooms and premier cabins (formerly called adult-friendly cabins). Guests staying in standard bunkbed cabins or the Bunkhouse need to provide their own linens/towels/blankets. Pillows are provided. Linen packages can be rented from Guest Services for \$20 per person and include bed linens/towels/blankets, and, new for 2025: pillows. All lodging is heated.

Lodge guests will receive a room key. We charge a \$100 fee for each key not returned upon departure. Cabins do not have keys. The location of the master keys will be given to the group leader upon arrival.

A few months before your arrival, group leaders will receive a blank lodging worksheet to help assign attendees to the accommodations assigned to the group.

We ask that groups use only the lodging and meeting space assigned to their group. Please advise your attendees not to enter cabins and meeting space not assigned to your group.

Coffee makers and microwaves are located in Shaw Lodge, St. John's & St. Mark's upper-level kitchenettes, and the gym side room. Coffee service can be ordered for the Doran Center.

Type of Lodging Requested	# of Guests (12 and older)	# of Guests (5-11 years old)	# of Guests under 5
Private lodge room			
Shared lodge room			
Premium Cabin (4 twin beds) 2-person minimum			
Bunkbed Cabin (5-6 bunks) 5 person minimum			
The Bunkhouse (7 bunks; 1 double bed) Sleeps 5-16 people			

**Do you want to rent a linen package for guests in the bunkbed cabins?**

Rental package includes: sheets, towels, blanket, pillow Yes \_\_\_ No \_\_\_

**Do you require ADA accommodation?** Yes \_\_\_ No \_\_\_

**Additional Comments:**

## MEETING SPACE

BCH provides meeting and sleeping facilities for your group during your contracted dates. Your reservation includes one exclusive meeting space, an easel/pad, use of a fire circle, access to our grounds, and use of the gym and chapel, unless they have been assigned to a specific group.

Your meeting space is determined by your sleeping assignments, group size, and space availability. Additional meeting spaces are available to rent. Additional easel pads are available for \$25 each. BCH reserves the right to assign meeting space as needed.

### Groups must have a designated technical contact.

- Wi-Fi is available in Shaw Lodge, St. John’s Lodge, St. Mark’s Lodges, the Doran Center, gym, and dining hall.
- Wall-mounted monitors are available in Shaw Lodge, St. John’s, and St. Mark’s. PCs/laptops must have an HDMI port to receive both audio and video.
- The Doran Center has an integrated screen and projector, microphones, DVD player, and piano.
- The Gym has a tripod screen and projector/DVD player on an A/V cart.
- Microphones are available in the Doran Center, the Gym, and the Dining Hall.
- Other available items: podium, music stands, hi-top tables (Doran only), keyboard w/speakers

**Please use the table below to share your meeting space needs.** If you need a lot of tables or have a complex setup, please send a diagram or additional layout information to Guest Services so that we can help you determine the best tables and layout for your room. Tables and chairs will be left stacked in your space. If you need assistance, please contact Guest Services in advance of your arrival.

MEETING SPACE SET UP	Location Preference (if any)	Date/ Time	# of people	# of chairs	# and type of tables	# of easels	Wi-Fi (Y/N)
Main Meeting Space							
Additional Meeting Space							
Additional Meeting Space							
Breakout Rooms							
Outdoor Chapel							
Indoor Chapel							
Fire Circle (s)							

### Types of Tables:

- 1) 6’ and 8’ white or grey, rectangular tables
- 2) 18” deep x 6’ long seminar tables
- 3) 6’ round tables
- 4) 8’ rectangular tables
- 5) Hi-top, round tables (Doran only)

## RECREATIONAL ACTIVITIES

The following seasonal activities are available. Activities must be reserved in advance. There is a waterfront fee of \$75 per group for use of the waterfront for boating, swimming, or fishing.

**Access to Otter Lake is never permitted during the winter.**

Activity	Date/Time	Notes
Self-supervised boating		Permitted for adults age 18+ with boating experience
Swimming		Water-front certified lifeguard(s) required
Challenge Course		Call for pricing and availability

## CAMPFIRES

Campfires are an integral part of camp and are included in your reservation. Please use the table below to reserve a fire circle in advance.

Your group is responsible for lighting and extinguishing the fire after each use. Kindling, firewood, matches or gas lighter, and water bucket are provided for one fire during your stay. Additional fire starters are \$5/each.

Fireplaces are located in the living rooms of Shaw, St. John's and St. Mark's lodges and the Bunkhouse.

Date	Time	Number of people



## Please read the following policies and procedures pertaining to the Barbara C. Harris Center's facilities and services before signing the Reservation Request & Planning form:

1. One adult should be identified as the group leader for the duration of the group's visit. This person will be responsible for all participants in the group and for communicating needs and concerns to BCH staff.
2. One adult should be identified as the group technical contact. The group leader and technical contact can be the same person.
3. Weather permitting, guests may drive vehicles to the lodges and cabins to unload belongings. After unloading, all vehicles must be moved to the main parking lot adjacent to Shaw Lodge. Lodge guests may park in the designated parking spaces in front of St. John's and St. Mark's on a first-come, first-served basis. Parking is not allowed outside of these spaces, on grass areas, along roadways or at cabins unless permission has been given by camp staff to do so.
4. Meals are served buffet style promptly at 8 am, 12 pm, and 6 pm in our dining hall. We ask that guests please be on time for meals. Dishware, including coffee mugs, should remain in the dining hall. Guests who have reported a dietary allergy in advance should bring their plates to the serving counter and speak with a Chef at each meal unless otherwise noted.
5. No food should be eaten inside of the cabins so as not to attract wildlife.
6. We provide bedding, pillows, and towels in all lodge rooms and premier cabins. An extra blanket is located in the dresser (lodge room) or at the foot of the bed (premier cabin).
7. Guests staying in our bunkbed cabins and the Bunkhouse are required to bring their own bedding, pillows, towels. Pillows are provided in the Bunkhouse.
8. Because we often serve several groups of varying needs and ages at the same time, we maintain quiet hours from 11pm to 6am to respect the needs of all our guests.
9. Meeting room, lodge room, living room, and cabin furniture can be moved, but please return furniture to original positions prior to leaving.
10. Linens, blankets, pillows, and kitchen items – including dishes – should remain in their proper locations.
11. Please do not tape or use putty on any walls. Blue tape is allowed.
12. Proper respect of all plant life and wildlife is expected.
13. BCH does not have a liquor license from the State of New Hampshire to serve guests alcoholic beverages. Guests are welcome to provide their own beer and wine to enjoy in their designated meeting and/or sleeping space(s). We ask that our guests drink responsibly and ensure that only those of legal age (21) consume alcoholic beverages. Alcohol must be consumed in the location where it is served and it is prohibited in areas shared by other groups, including the dining hall and outdoors. Open containers are not permitted on the grounds or by the waterfront. Consumption of alcohol while boating or swimming is not permitted. Whenever alcohol is served, equal amounts of non-alcoholic beverages must also be served.
14. Your group is responsible for supervising any youth in the group during your stay. A minimum of two adults supervising children is required at all times. Youth under the age of 18 **must** have at least two adult chaperones rooming with them. We recommend a ratio of no more than 5 youth per

adult at all times. The adult must be least 2 years older than the minors with whom they are working.

15. We strongly recommend that groups provide training to all staff/chaperones so that no child is in a one-on-one situation with a non-parent when out of sight of other group members.
16. If someone needs to get an emergency message to a guest they should call (603) 547-3400. After normal business hours the person calling will receive recorded instructions.
17. The center does not provide health care. Your group is responsible for providing any first aid or healthcare services. We recommend your group bring a small first aid kit and have someone in the group who is certified in first aid and CPR. While we will assist in any emergency, it is your group's responsibility to provide emergency transportation and care if needed.
18. We recommend that you obtain names & addresses, emergency contact information, a health history and consent for treatment for all of your group members including children with/without parents in attendance.
19. All medication for anyone under 18 must be kept in a locked and secure location.
20. For the health of all our guests, all buildings are smoke-free and tobacco-free. This includes e-cigarettes and vaping. Smoking is permitted in designated, outdoor smoking areas only. To help keep the camp clean and reduce the risk of accidental fire, we ask guests to not dispose of tobacco products on the ground.
21. Possession or use of illegal drugs, firearms, or other weapons is prohibited while on the property.
22. We do not allow pets of any kind other than service dogs. Advance notice is required for all service animals.
23. For the safety of our guests some areas of the facility are off limits to everyone but our center staff. These areas include the maintenance shop, housekeeping rooms/closets, mechanical and maintenance rooms, kitchen, and summer program buildings.
24. Access to Otter Lake is prohibited during winter months.
25. Free wireless internet is available in Shaw Lodge, Gym, Doran Center and each of the Conference Center Lodges. Log-in information is located in the lobby of these locations.
26. Swimming and boating are available June-September when arranged by the Group Leader in advance. *Swimming is not permitted without a waterfront-certified lifeguard.*
27. Otter Lake offers excellent fishing. Anyone age 16 or older is required by the State of New Hampshire to have a current fishing license. Temporary licenses can be purchased online at [www.wildlife.state.nh.us](http://www.wildlife.state.nh.us). Guests are required to bring their own fishing equipment.
28. Campfires must be scheduled in advance by the Group Leader.
29. Guests are welcome to bring their own sports equipment and pedal bicycles. Sports equipment may be used at the outdoor sports fields and Gym area as schedules allow. Balls are provided in the gym.
30. Bicycles may be ridden with helmets on roadways and hiking trails only (bikes are prohibited from walkways and grass areas). Guests are responsible for the use, storage, and retrieval of all personal items.
31. BCH is not liable for lost or stolen items but will attempt to keep lost & found items in safekeeping for one week before donating to charity. Please call the office as soon as possible if you discover that you have left something behind.
32. Guests assume financial responsibility for any loss, damage, or destruction to BCH property or equipment.

- 33. Charges for excessive cleanup will be assessed to the Organization, and a damage deposit may be required at the discretion of the Executive Director.
- 34. The photographs or likenesses of guests of BCH may be used for publicity or other purposes without compensation or other consideration. Guests may request in writing that their photographs or likenesses not be used in this fashion.
- 35. BCH reserves the right to remove any persons from the facilities or premises who, in sole discretion of BCH staff, are unauthorized or who are creating a disturbance, or who are jeopardizing the health, safety, and/or welfare of our guests.
- 36. BCH reserves the right to change rates at any time. Notice of any rate change will be given whenever change is deemed necessary.

On behalf of, and as an authorized representative and agent for, the Organization, I have shared the above information with the group and we agree to the conditions of BCHCC listed above.

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**REPRESENTATIVE**

**ORGANIZATION'S NAME**



## SNACK SELECTIONS & COFFEE/TEA SERVICE

**Snacks and coffee/tea service orders are due 3 weeks before your arrival.**

<b>For multi-day service, please check here</b>	<b>Date</b>	<b># of People</b>
<b>Coffee/Tea Service (One time daily)</b>		\$5/per person
<b>Coffee/Tea Service (Refreshed 2x daily)</b>		\$8/per person
<b>Assorted Breads or Muffins (pick 2)</b>		\$3/per person
Banana                      Chocolate Zucchini		
Applesauce                Spice                      Cranberry Orange		
<b>Assorted Danishes</b>		\$3/per person
<b>Homemade Granola &amp; Yogurt</b>		\$3/per person
Vanilla                      Strawberry		
<b>Homemade Sugar Cookies (pick 1)</b>		\$1/per person
Sugar                        Chocolate Chip		
Oatmeal Raisin            Orange and White Chocolate		
<b>Homemade Dips (pick 1 from each line)</b>		\$4/per person
Pita Chips                      Vegetable Crudite		
Spinach & artichoke        French Onion            Hummus		
<b>Fresh Fruit Tray</b>		\$3/per person
<b>Assorted Cheese &amp; Cracker Platter</b>		\$4/per person
<b>Dried Fruit &amp; Mixed Nuts</b>		\$4/per person
<b>Tortilla Chips Salsa and Guacamole</b>		\$4/per person

### EVENING SOCIAL SELECTIONS

<b>Bruschetta (pick 1)</b>		
Grilled French Baguette with Goat Cheese		
Cherries and Honey            Tomato and Olive Oil Tapenade		\$5/per person
<b>Mini Pizza Bites</b>		\$5/per person
<b>Chicken Wings (pick 1)</b>		\$5/per person
Bone-in                      Honey BBQ                Buffalo		
<b>Chocolate Dipped Strawberries and Chocolate Covered Pretzels</b>		\$5/per person
<b>Mini Cheesecakes (pick 2)</b>		\$5/per person
Cherry                      Blueberry                      Plain		

### A LA CARTE ITEMS

<b>Bottled Water</b>	\$8/case of 48 16.9 oz bottles \$10/case of
<b>Sparkling Water/Seltzer Soft</b>	24 assorted cans
<b>Drinks</b>	\$5/per person
<b>Cold Brew Coffee (80) 8 oz. cups</b>	\$129/keg (Add \$40 for 3 or more kegs)
<b>Kombucha (80) 8 oz. cups</b>	\$139/keg (Add \$40 for 3 or more kegs)
Choose 1: Strawberry or Blueberry	

## ACCESSIBILITY

**Meeting Spaces:** Shaw Lodge, Doran Center, St. John’s and St. Mark’s Lodges, Bunkhouse, Gym, and Dining Hall are all accessible. There is an elevator in St. Mark’s Lodge.

**Sleeping Spaces:** There are 12 accessible sleeping spaces.

**St. Mark’s and St. John’s Lodges:** The lodge rooms in St. John’s and St. Mark’s have roll-in showers, raised toilets, bars, and lower countertops. St. Mark’s has an elevator.

- St. John’s Lodge, Rooms #1, 5, 7, 9, and 11
- St. Mark’s Lodge, Rooms #4, 5, 7, 9, and 11

**Premium Cabins (formerly named Adult-friendly Cabins):** Located on the Upper Road and are named after mammals and trees.

- Moose Cabin
- Fox Cabin

**Bunkbed Cabins:** Located on the Lower Road and named after fish and birds.

- Salmon
- Eagle

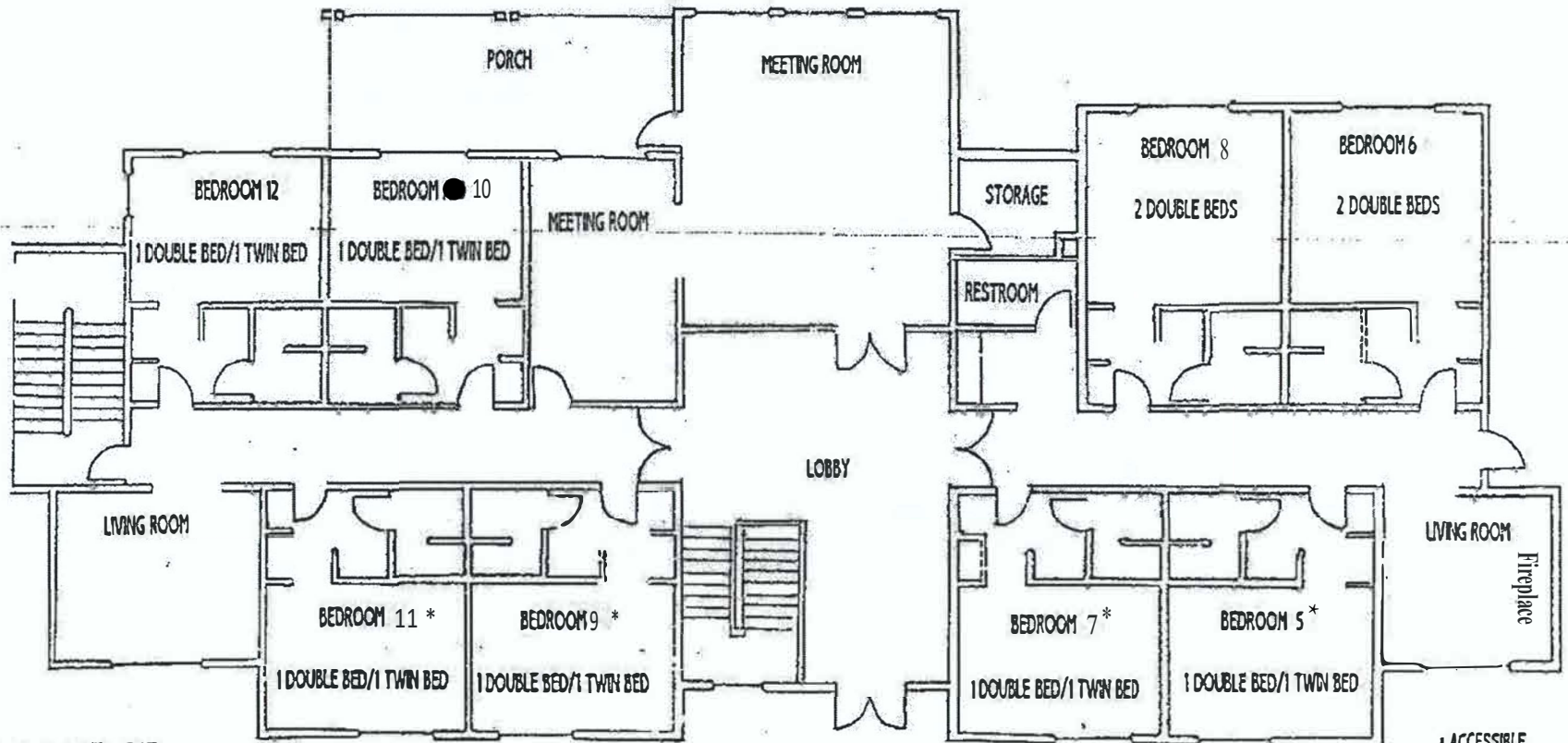
**Bunkhouse:** Located on the road that runs along Otter Lake.

## MEETING SPACE CAPACITY

Meeting Space	Capacity	Notes
Shaw Lodge Meeting Room	40	Chairs, tables, wall-mounted monitor; Wi-Fi
St. John’s Meeting Room	40	Chairs, tables, wall-mounted monitor; Wi-Fi
Side Room (Upper level)	15	Chairs, tables, Wi-Fi
Breakout Room (Lower level)	15	Chairs, tables, Wi-Fi
St. Mark’s Meeting Room	40	Chairs, tables, wall-mounted monitor, Wi-Fi
Side Room (Upper level)	15	Chairs, tables, Wi-Fi
Breakout Room (Lower level)	15	Chairs, tables, Wi-Fi
Small Chapel, Shaw Lodge	30	Chairs, altar, Wi-Fi
Shaw Lodge Living Room	12	Sofa, love seat, 6’ table with chairs, fireplace
Doran Center	200 conference style 100 classroom style	Stage, integrated A/V, 2 mics, DVD, piano, full-size refrigerator, chairs, tables, Wi-Fi coffee service (no self-service coffee maker),
Gym	275	Chairs, tables, portable A/V set up; Wi-Fi
Gym side room	25 people	Chairs, stuffed chairs, full-size refrigerator, coffee maker, microwave, sink, white board
The Bunkhouse Common Area	15	Love seats, chairs, table; full-size refrigerator, coffee maker, microwave, fireplace; no Wi-Fi
Dining Hall	200	Chairs, tables; hand-held microphone
Outdoor Chapel	200	Outdoor space

Shaw Lodge

Dining Hall

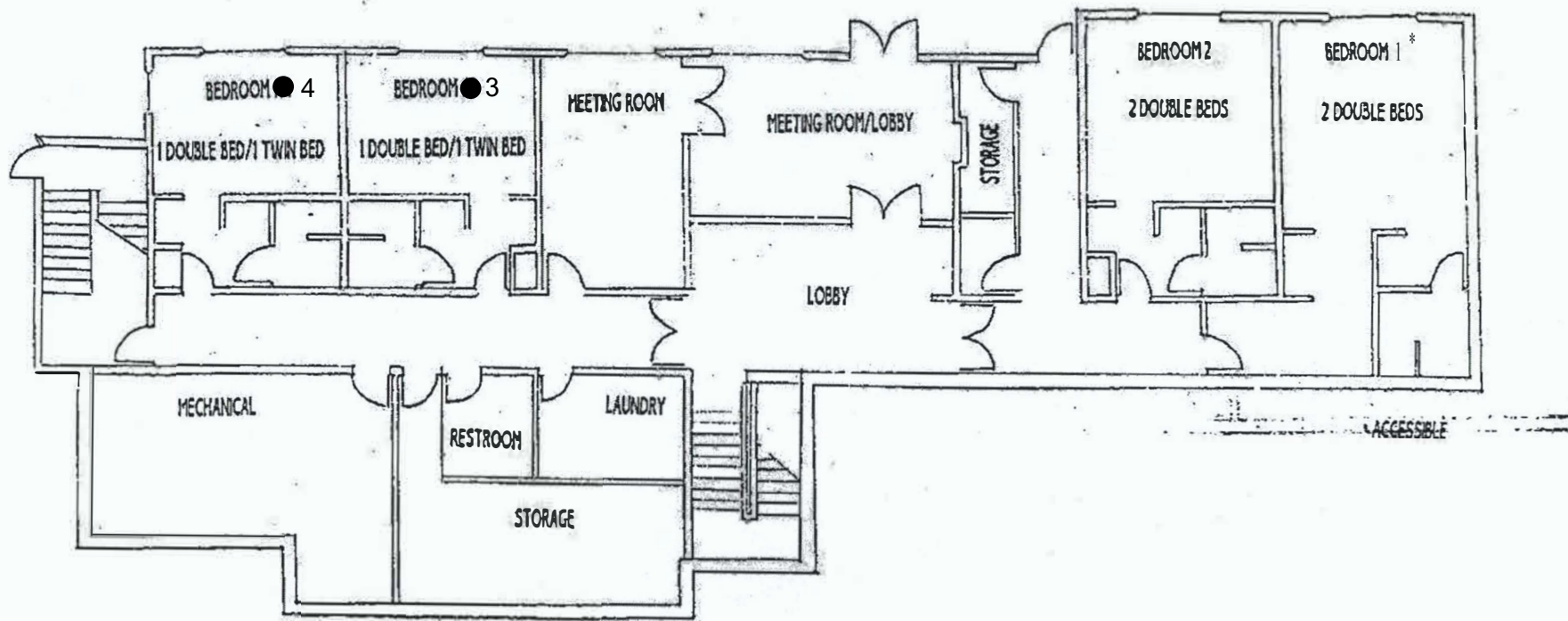


ST JOHN'S LODGE

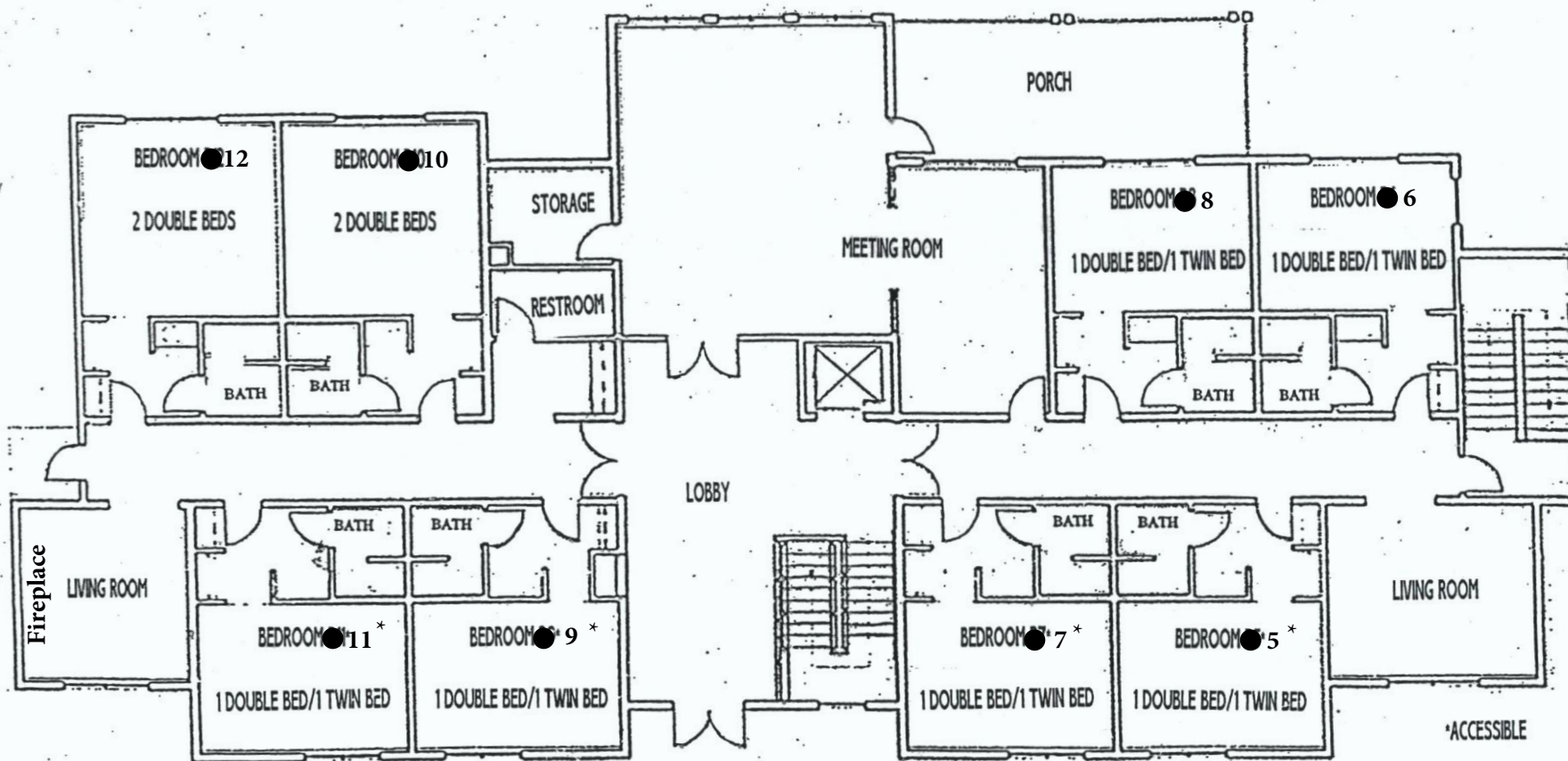
UPPER LEVEL

PARKING LOT

\* ACCESSIBLE



ST JOHN'S LODGE  
LOWER LEVEL



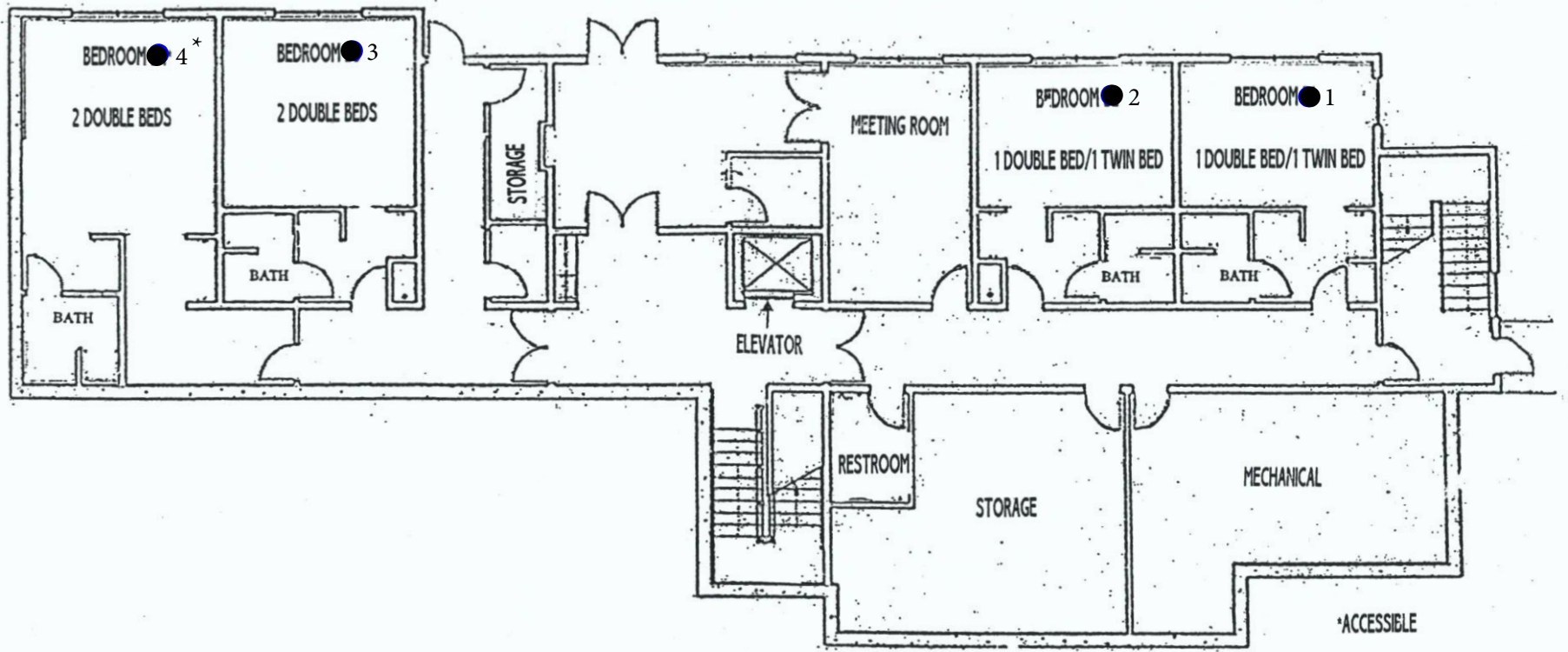
ST MARK'S LODGE

PARKING LOT

UPPER LEVEL

\*ACCESSIBLE





**ST MARK'S LODGE**

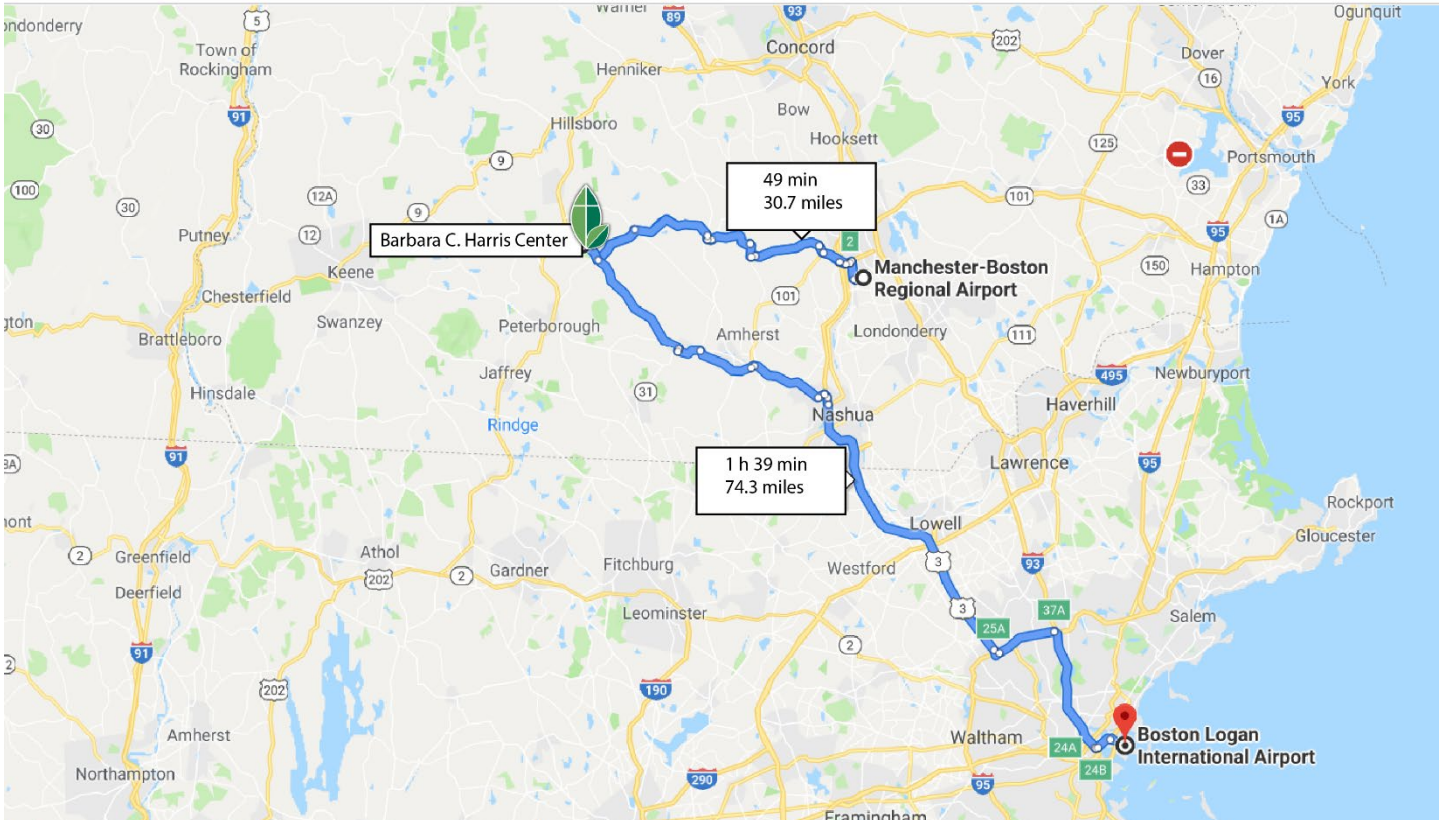
**LOWER LEVEL**

## Arrival / Transportation

Attendees can easily fly into Manchester-Boston Regional Airport (45 minutes east) or Boston-Logan International Airport (1 hr. 40 min. southeast) to arrive at the Barbara C. Harris Center.

The route to the Barbara C. Harris Center is made up of primarily scenic, winding, rural roads, through small historic towns. The roads are all paved and very well maintained throughout the entire year.

We are located at 108 Wally Stone Lane, just off Route 31 in Greenfield, NH 03047 (Alt. GPS: 400 Sawmill RD).



## About the Conference Center

The Barbara C. Harris Center is located on 325 wooded acres on the shores of Otter Lake in Greenfield, New Hampshire. The Center offers a choice of lodging facilities ranging from attractive hotel-style guest rooms with private baths, to winterized cabins complete with twin or bunk beds and private bathrooms. The Conference Center includes a variety of spacious meeting and break-out spaces, with modern A/V equipment to meet any conference or groups need. Healthy and delicious, home cooked meals are served buffet style in the Dining Hall. Recreational opportunities include a variety of indoor and outdoor activities to complement your time together as a group.

As the Center is in a rural, heavily wooded setting, there is the possibility for diverse wildlife sightings. The most common sightings are squirrels, raccoons, turkey, deer, birds of prey, groundhogs and porcupines. However, there are the occasional sightings of coyote, bear, moose, fisher cat and bobcat, though not common occurrences.