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# RENEWAL INFORMATION AND REQUIREMENTS

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## North America 2024 - Renewal for Women

**Where:** near Portland, Oregon, USA

**When:** March 11-15, 2024

**Application Deadline:** January 16, 2024



**Renewal site:** Site details will be included in participant confirmation letters. The airport closest to the renewal site is Portland International Airport (PDX). *Please wait to receive your confirmation letter from the registrar and confirm your participation before making your travel plans.* Participants must arrange their own transportation to the site, including airfare and any ground transportation.

**Cost:** Lodging, meals, and materials will be provided free of charge, thanks to our generous donors. We will provide double-occupancy rooms. As mentioned in our COVID-19 procedures, you can request a single-occupancy room for health reasons. See the COVID-19 procedures below (p. 3) for more information. You will need to bring spending money for additional expenses such as snacks, shopping, or special amenities at the renewal site.

**Arrival and departure:** Plan to arrive at the renewal site after lunch on Monday, March 11. Registration will begin at 2:00 p.m. Come before Winter will pay for lodging Monday through Thursday nights. All participants will check out on Friday, March 15, the last meal being lunch on that day. Participants should be present when the renewal begins at 2:00 p.m. on Monday and should remain for the entire event, which will end by 1:30 p.m. (after lunch) on Friday. *We do not accept applications from those unable to commit to the entire program.* All sessions, including the first and final events of the renewal, are significant to the program, so we thank you in advance for making travel arrangements to ensure your full participation.

**To apply:** Fill out and submit the application form. (See Renewal Application Instructions on p. 7.) You will be advised when your application has been reviewed and accepted. Spaces are limited to 48 participants. After all spaces are filled, we will begin a waiting list in case of any cancellations. Direct any additional questions to our registrar at [cbwregistrar@protonmail.com](mailto:cbwregistrar@protonmail.com).

## CANCELLATION POLICY:

Spaces are limited. Because of this, we must maintain a strict cancellation policy. When you submit an application, you are indicating your understanding that, once you have been offered and have accepted a space at the renewal, **by canceling your reservation after January 30, 2024, you will be billed** for expenses incurred on your behalf by Come before Winter.\* This may up to \$750.00 USD, depending on the date of your cancellation, as the hotel does not allow cancellations to our contract after that date.

Once you have confirmed your participation, **please ensure that all visa/COVID-19 requirements for entry into the USA have been met prior to your departure.** Come before Winter's cancellation fee may apply in cases in which a confirmed participant did not take responsibility for fulfilling entrance requirements in a timely manner.

\*Exceptions to the cancellation policy may be made in the case of COVID-19 symptoms or a family emergency.

**“We believe first and foremost that Jesus Christ lived, died and was buried, that he was raised on the third day, according to the Scriptures, and that he appeared to Peter, and then to the Twelve and more than five hundred others.”**

*- 1 Corinthians 15:3F*

## Come before Winter's Unity Covenant

In a spirit of common faith and unity in One Lord, we ask each participant to join us in a common commitment that has become a fundamental aspect of a Come before Winter experience:

We come together recognizing our common faith in the Lord Jesus Christ. During the days of the renewal, we will set aside our differences, focusing only on what the apostle Paul termed "of first importance" in 1 Corinthians 15.3f: "We believe first and foremost that Jesus Christ lived, died and was buried, that he was raised on the third day, according to the Scriptures, and that he appeared to Peter, and then to the Twelve and more than five hundred others," thus uniting those who believe in him.

By applying for participation in this event, you commit to maintaining your focus on Christ, who unites all Christians in his love. Let our thoughts, our conversations, and our actions reflect this commitment.

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# COME BEFORE WINTER'S COVID-19 PROCEDURES

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As the realities of life after the COVID-19 pandemic have evolved, so have the procedures that Come before Winter (CbW) employs for our in-person events. The core question that has shaped our procedures has been, "How can we best love our neighbors and serve women in need of renewal?" We recognize that the diversity of COVID-19 experiences, opinions, responses, and personal needs means that we will not be able to craft procedures that every person will agree with at any given moment. However, we do not all have to agree in order to maintain loving relationships with one another and the communities we serve. This has been a core belief of Come before Winter from the very beginning. We believe that Christian unity is more important than proclaiming our opinion as "right." This value has guided us in shaping what we believe is a set of procedures that will create a loving, hospitable environment for as many people as we can possibly serve. This renewal is intended to serve women from a variety of countries and regions, each of which has responded in different ways to the pandemic, so we seek to create a space that will feel inviting and welcoming to as many of those women as we can.

We have done our best to craft procedures that can evolve based on the medical realities at the time we are planning our events, trusting that our medical advisors will help us to reshape them if the need arises. Our leadership has been prayerful about these procedures at every step and has re-evaluated them periodically to ensure they continue to meet our desire to create as safe and welcoming an environment as we can. Because COVID-19 guidelines are continually changing in response to an ever-evolving disease, there are certain procedures that CbW knows in advance that we will follow even as others may be asked of participants closer to the renewal based on travel requirements or public health recommendations at the time of the renewal. We ask for your patience, understanding, and flexibility as we strive to create a renewal that meets the needs of participants.

## **Vaccination**

It is highly recommended that all participants receive, at minimum, one complete course of COVID-19 vaccination at least two weeks before the start of the renewal. Bivalent boosters are encouraged.

"One complete course of vaccination" equates to one of the following (as of Oct. 18, 2022):

1. Two doses of one of these vaccines:

1. Comirnaty (Pfizer-BioNTech)
2. Spikevax (Moderna)
3. Vaxzevria (AstraZeneca)
4. Covaxin
5. Covishield
6. BIBP/Sinopharm
7. CoronaVac (Sinovac)
8. Nuvaxovid (Novavax)
9. Covovax
10. Medicigo

2. One dose of these vaccines:

1. Janssen/Johnson & Johnson
2. Convidecia (CanSinoBIO)

## **Masks**

Participants and team members are welcome to wear masks if they desire. The decision about whether we will require masks indoors for all attendees will be made closer to the renewal depending on the recommendations of our medical advisors, health authorities, and local ordinances at the time.

## **Testing**

Come before Winter may ask participants to provide a negative COVID-19 test prior to arrival, depending on the guidance of health authorities and local ordinances. More information about testing requirements will be shared in advance of the renewal, if needed. If testing is required for your return travel, you will be responsible for coordinating that testing with as little disruption to your participation in the renewal as possible. The hotel or retreat center staff can help connect you with local testing resources. Once your application has been accepted, please let CbW know if you will require testing for your return flight and we will share resources that we know of with you so that you can make appropriate arrangements as well as help minimize disruption to the renewal schedule.

## Single-Occupancy Rooms

For a typical Come before Winter renewal, we reserve rooms with capacity for two to three participants per room. We do not ask participants to sleep on a top bunk or to share a bed smaller than a king. This means that there is a possibility you will be asked to share a king-sized bed with another participant. We offer you the opportunity to request a particular roommate and do our very best to accommodate each request. Participants may also request a single-occupant room for medical reasons. If a room is available, you will be asked to pay an additional fee (\$60 per night, \$240 total). These single rooms will be available on a first-come, first-served basis.

## Other things to keep in mind:

- ❑ Please stay home if you have any symptoms of COVID-19 or another contagious illness (see cancellation policy for more information).
- ❑ CbW will follow any local ordinances that may be in place and any COVID-related procedures that may be required by the conference facility designed to protect the health and safety of staff and attendees.
- ❑ If symptoms develop, participants may be isolated in the hotel until other arrangements can be made, based on the recommendation of our medical advisors. It will be up to the participant and/or their family to make other arrangements for the remainder of their isolation (if required) either with the hotel or retreat center where the renewal is being held or in another nearby facility. Come before Winter is not responsible for any costs associated with quarantine requirements or transportation to another facility. We will offer support as possible.
- ❑ Once an application is received and accepted, each applicant will be asked to confirm her willingness to follow these guidelines.

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# RENEWAL APPLICATION INSTRUCTIONS

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Thank you for taking the time to complete the renewal application. Your Come before Winter team will review and discuss each application in order to prepare for our time together. We will be praying for you specifically from the time you are confirmed for participation until the event itself.

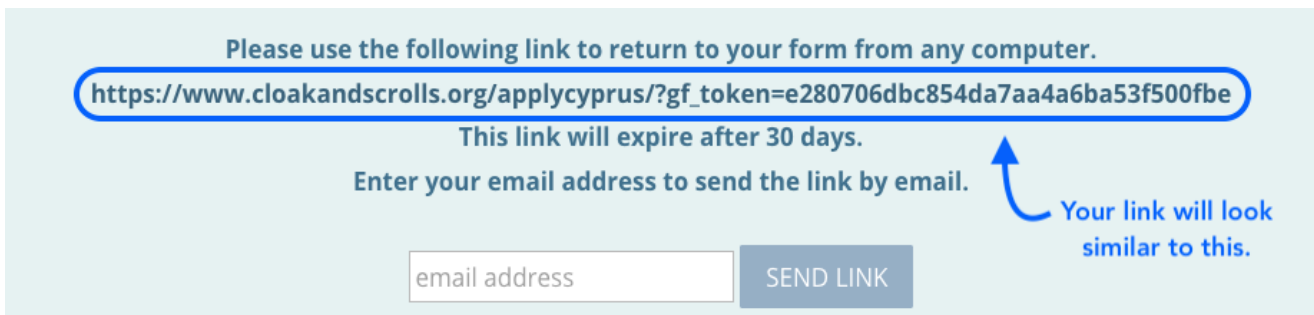
Your team will complete a similar form prior to the renewal so that you will have the same opportunity to know about and pray for us.

**1. Complete the application:** We require the completion of all required fields before we can consider your application. Answers need not be lengthy, but please be specific. All information will remain confidential among the Come before Winter team and be stored in a secure location. We realize this is a long application; however, we use all this information to prepare a renewal that will meet the needs of those attending.

**If you have any difficulty accessing the online application, email us at [cbwregistrar@protonmail.com](mailto:cbwregistrar@protonmail.com). In your subject line, please use these words: "Difficulty with Application."**

**2. Save and Continue Later feature:** The application will take at least 45 minutes to complete. If you find that you cannot complete it in a single sitting, please make use of a feature that will save your application form and allow you to complete it later. At any time, you may scroll down to the bottom of the form and click on the words "**Save and Continue Later**" (located next to the "**Submit**" button.)

When you click on the words "**Save and Continue Later**," a dialog box like the one below will appear. **You will have to SCROLL DOWN** on the page to see the dialog box.:



Please use the following link to return to your form from any computer.

[https://www.cloakandscrolls.org/applycyprus/?gf\\_token=e280706dbc854da7aa4a6ba53f500fbe](https://www.cloakandscrolls.org/applycyprus/?gf_token=e280706dbc854da7aa4a6ba53f500fbe)

This link will expire after 30 days.

Enter your email address to send the link by email.

email address

SEND LINK

Your link will look similar to this.

The second line of text (see arrow) is the link to your unfinished form. **DO NOT LOSE THIS LINK**; no one but you (not even the registrar) has access to it. **SAVE THE LINK** in one of two ways: 1) Use your cursor to highlight the entire line, then copy it and paste it somewhere on your computer, or

2) enter your email address in the blank provided to have the link emailed to you. (If you don't find the email with the link in your inbox, try checking your SPAM or junk folder.) Use the link to complete your application within 30 days, after which the link will expire. Please note that the registrar cannot access an unfinished form without a link and will not receive your form until you complete all questions and hit the **"Submit"** button. Contact the registrar with any questions about this process.

**3. Submit your completed application:** Click the **"Submit"** button at the bottom of the form when you have completed all questions. This should take you to the "Application Submitted Successfully" page. This page is your indication that we have received your application. If you do not see this page, please scroll down and check your application for required fields left blank. If you experience an error when attempting to submit the form (and have left no required fields blank), be sure to SAVE your application by clicking on the words "Save and Continue Later." (See step 2 for details on how this feature works.) Then copy and send the link that appears to [cbwregistrar@protonmail.com](mailto:cbwregistrar@protonmail.com).

Upon successful submission of your application, you will receive an email confirming that your application has been received and is under review. (If you don't find the email in your inbox, try checking your SPAM or junk folder.) Within a week, the registrar will contact you regarding the status of your application. Once an application is received and accepted, each applicant will be asked to confirm their participation and willingness to follow COVID-19 guidelines. *Please wait until this confirmation process is complete before making your travel plans.*