

Dear Friend,

Thank you for registering for ODD's Troma Nagmo retreat with Sangye Khandro, Feb. 15-19, 2019. Below you will see a list of required Rota duties. Please answer the questions below, indicate those tasks you are able to do, and return this email at your earliest convenience. You will be notified of your duty before the retreat begins. Rota choices will be available on a first come, first serve basis. Your flexibility is appreciated during this process. We look forward to seeing you at Orgyen Dorje Den!

Best wishes, Julie Rogers, retreat coordinator

**PRE-REGISTRATION PROCEDURE: *PLEASE RESPOND BY FEB. 10.***

Please send an email at your earliest convenience to Julie Rogers at [julmind@mtashland.net](mailto:julmind@mtashland.net). Your **mandatory pre-registration email** must include the following information:

- 1.) The dates and sessions you anticipate participating, if you can determine that now.
- 2.) The areas of tasks you have experience or interest in (see below.) Everyone will be assigned a retreat duty, and your help with this is very appreciated. Please indicate your experience in:

- torma making, mandala prep
- cooking, kitchen staff, clean up & dishwashing
- tsog prep and distribution
- sangha tea offering
- butter lamps and shrine tasks
- temple and facility clean up

- 3.) Whether you'll be able to assist with mandala, torma, tsog, and temple preparations on Thurs. Feb. 14 between 10:00 – 5:00.

**Thank you! If not informed beforehand, your task(s) will be assigned on the**

**first day. Your cooperation with this ensures a smooth and obstacle free re-treat.**