

Lodge of the Great Northwest

Information and Facility Use Fees

Effective January 1, 2007

You will be allowed: a two-hour set-up and a four- hour event. On-site manager services are included. There are mandatory clean-up and security fees for events where alcohol is present. The damage deposit and the lodge use fee need to be paid at the time of reservation. Reservations need to be made 3 weeks in advance of event date.

<u>Days</u>	<u>Damage Deposit</u>	<u>Room Use</u>	<u>Security</u>	<u>Clean-up</u>	<u>Set-up</u>	<u>Total</u>	<u>Add hrs/with alcohol</u>	
<u>Mon/Tue/ Wed/Thur</u>	\$100	\$205	\$200	\$120	\$50	\$675	\$50	\$50
<u>Fri/Sat/ Sun</u>	\$100	\$250	\$200	\$120	\$50	\$725	\$60	\$60

*Clean up price includes take down of tables and chairs, cleaning of the lodge, kitchen, hallway, restrooms and patio.

- ◆ **NO** changes may be made within **3 weeks** of the scheduled event.
- ◆ **Cancellations must be made 30 days prior to event to receive a full refund.**
- ◆ **In the event of a cancellation, refunds will be mailed within 30 days from date cancelled.**
- ◆ Homeowner **must** be present at all times during setup, event and clean up (if not done by on-site manager).
- ◆ Deliveries and DJ setup must be scheduled during 2-hour setup time and no earlier.
- ◆ If no alcohol is served and clean up services are not requested, you will have no more than one hour to complete cleanup from the scheduled function end time.
- ◆ If clean up services are requested, the member must be out of the facility by the time indicated on the contract.