



Event Facility Agreement

|                        |  |
|------------------------|--|
| Lodge Rental Fee       | \$ 500 (includes up to six hours day of event) |
| Last Run Lounge Rental | \$250  |
| Security Deposit       | 50% of Rental Fee                              |
| Additional Hours       | \$ 100/hour                                    |
| Bartender Fee          | \$ 50  |

Rental

This agreement is made and entered into this \_\_\_ day of \_\_\_ by and between the Owners of, said facilities (hereinafter referred to as Black Mountain Ski Resort) and \_\_\_\_\_ (herein referred to as the User).

The facility will be used for the purpose of what type of event?

\_\_\_\_\_

Date of Event: \_\_\_\_\_ Event consisting of \_\_\_ people or less

Time of Event. From \_\_\_\_\_ to \_\_\_\_\_ Additional Hours \_\_\_\_\_

Time of Decorating (if required). From \_\_\_\_\_ to \_\_\_\_\_ Additional Hours \_\_\_\_\_

Lodge rental fee includes decorating time on the day of the event. Please review Decorations under "Policies".

Bartender Required? \_\_\_\_\_

Black Mountain Use Only

Lodge Rental Fee (\$500)+Additional Hours (\$100x\_\_hours)+Bartender Fee (\$50)=

Total Lodge Rental Cost: \_\_\_\_\_

## Policies

### Payments:

- Reservations cannot be held until the full deposit amount (50% of rental fee) is provided to Black Mountain Ski Resort. Deposit checks shall be made payable to: Black Mountain Ski Resort. The Security Deposit will NOT be credited towards the use of the facility. If there is no damage, loss, or destruction of the property sustained during the use of the facilities, a check from Black Mountain Ski Resort will be mailed once an inspection of the facilities has been completed by the Coordinator or his/her designee.
- Payment in full of all use fees (including deposit) is due prior to the commencement of the event. Access to the facility will not be granted unless such payment is made in full.

### Cancellations

- Cancellations by the User will result in the loss of their security deposit.

### Decorations

- Nails, tape and other fasteners may not be used to attach decorations, signs or other items to the walls, windows, floors or other permanent parts of the structure. Decorations must be free standing.
- Any items that can be thrown (for example: **confetti, glitter, rice, flower petals etc**) **are not allowed.**
- No open flames are allowed in the facility.
- All decorations that the User wishes to keep **MUST** be removed from the facility upon completion of the event. Any decorations left behind will be discarded.
- The Rental Fee includes decorating time on the day of the event. This time must be scheduled in advance. If the User misses or arrives later than the scheduled decorating time, that time will be counted towards their rental hours, and any extra time requested will result in an Additional Hours Fee.

### Alcoholic Beverages

- All alcoholic beverages must be purchased through Black Mountain Ski Resort. **Absolutely no alcoholic beverages can be carried onto the Black Mountain Ski Resort Property.** The event may be terminated if this rule is not adhered to.
- Use of alcoholic beverages is limited to applicable local, state and federal laws.

### General Rules

- User agrees to pay Black Mountain Ski Resort on demand the cost of repairing or replacing any damages to the facility resulting from their use.
- All User property must be removed from the facility immediately following the close of the event. Any items left at the close of the event will be discarded.
- Lights will be turned off and doors locked upon completion of the event.
- Black Mountain Ski Resort is a Smoke-Free Facility.
- No persons are permitted to enter any unauthorized area of the facility.

User shall indemnify, defend, and hold harmless Black Mountain Ski Resort, its members, officers, trustees and agents from any and all losses, cost and claims of any kind whatsoever arising from or incidental to Users use of the Black Mountain Ski Resort Lodge/ facility.

I have read this contract in its entirety and understand the contents.

Date: \_\_\_\_\_

User signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (daytime) \_\_\_\_\_ (evening) \_\_\_\_\_

Email \_\_\_\_\_

Mail signed agreement and checks to:

Black Mountain Ski Resort  
P.O. Box 286  
Rumford, Maine 04276

Additional Notes

---

---

---

---

---

---

---

**Black Mountain Use Only**

Lodge Rental Fee (\$500)+Additional Hours (\$100x\_\_hours)+Bartender Fee (\$50)=

Total Lodge Rental Cost:\_\_\_\_\_

## Catering

All catered events held at Black Mountain Ski Resort must use Black Mountain Catering

Catered Event?\_\_\_\_\_ Head Count\_\_\_\_\_ Meal Serving Time\_\_\_\_\_

Please see our Catering Menu for meal choices, entrees, appetizers and accompaniments.

Meal Choice (i.e. Buffet Menu etc)\_\_\_\_\_

Entree Choice(s)\_\_\_\_\_

Included Side Options\_\_\_\_\_

### Black Mountain Use

#### Appetizers (optional)

|       |                       |
|-------|-----------------------|
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

#### Accompaniments (optional)

|       |                       |
|-------|-----------------------|
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |
| _____ | Number of Orders_____ |

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

x\$ \_\_\_\_\_ = \$ \_\_\_\_\_

### Black Mountain Use Only

Meal Price per Person\_\_\_\_\_xFinal Head Count\_\_\_\_\_+Total Appetizer Cost\_\_\_\_\_+Total Accompaniments\_\_\_\_\_ =

Sub-Total Catering Cost\_\_\_\_\_x Gratuity (18%)=

Total Catering Cost\_\_\_\_\_

Enhancements

|                          |        |             |
|--------------------------|--------|-------------|
| Linens                   | Yes No | Quantity___ |
| Ceramic Tableware        | Yes No | Quantity___ |
| Stainless Steel Flatware | Yes No | Quantity___ |
| Ceremonial Toast         | Yes No | Quantity___ |
| Waitstaff                | Yes No | Quantity___ |
| Cake Cutting & Serving   | Yes No |             |
| Wedding Planner          | Yes No |             |

|                    |
|--------------------|
| Black Mountain Use |
| x\$____=\$____     |
| x\$____=\$____     |
| x\$____=\$____     |
| x\$____=\$____     |
| x\$____=\$____     |