



Wedding Facility Agreement

Maximum Seating Capacity	250 people
Maximum Capacity	300 people
Security Deposit	\$ 375 (due at contract signing)
Lodge Rental Fee	\$ 750 (includes up to six hours on the day of the event)
Additional Hours	\$ 100/hour
Bartender Fee	\$ 50

Lodge 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 up to four to decorate the day before the event. If the user exceeds the allotted four hours, an Additional Hours Fee will be charged. If the User missed or arrives later than he scheduled decorating time, that time will be counted towards their four hours, and any extra time requested will result in an Additional Hours Fee. Please review Decorations under "Policies".

Bartender Required? _____

Black Mountain Use Only

Lodge Rental Fee (\$750)+Additional Hours (\$100x__hours)+Bartender Fee (\$50)=

Total Lodge Rental Cost:_____

Policies

Payments:

- Reservations cannot be held until the full \$375 deposit 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 Lodge Rental Fee includes four hours to decorate the day before the event. This time must be scheduled in advance. If the User exceeds the allotted four hours an Additional Hours Fee will be charged. If the User misses or arrives later than the scheduled decorating time, that time will be counted towards their two 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 (\$750)+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\$____=\$____