



## Rental Guide

Rental Length	Rental Fee (Due 1 month prior to event)	Security Fee (Due immediately to hold date, goes toward rental fee)	Damage Deposit (Refunded if no damages, due 1 week prior)	Cleaning Fee (Due with rental fee)
<b>2 Hour</b>	\$400	\$200	\$300	\$100
<b>6 Hour</b>	\$700	\$300	\$300	\$100
<b>12 Hour</b>	\$1300	\$400	\$300	\$100

**Your rental length is the entire time that you are allowed in the facility.** The rental set-up, event, and tear down all needs to be within your rental time. If you are not out of the lodge by the end of your rental time, you will be billed for the additional time. The renter is responsible for removing all personal items from the grounds. Clean up, trash, and lock up will be taken care of by our staff.

### Deposit:

- **Security Deposit:** Due at booking to hold your date. If the event goes as planned, the security deposit goes towards your rental fee. If the event is cancelled after booking, the security deposit will NOT be refunded.
- **Damage Deposit:** Due 1 week before the event. If there are no damages or theft, then the damage deposit will be returned. Please allow up to 2 weeks for processing. If there are damages and the damage deposit does not cover the damages, the renter will be billed to fix the damages.

## **Kegs & Liquor**

### **Open Bar**

\$1,000 pre-paid deposit that will go toward your overall bill. At the end of the evening the bartender will tell you the total of the open bar and it is your responsibility (or the person in charge of paying for the cash bar) to pay the difference before leaving that night. We will need to have the contact's information and card on file one week prior to the bar.

### **Kegs**

Domestic \$250 Imported \$300 (Price includes tax)

Kegs must be pre-ordered and pre-paid. Keg beer is the only source of beer. There are no cans or bottles at the bar. Kegs must be ordered at least 2 weeks in advance. Kegs are supplied by Stern Beverage. Un-used Kegs cannot be taken off of the property or returned.

### **Liquor**

Mixed drinks are priced at the bar. If you choose to do a signature drink, please let us know ahead of time and we can price those out for you. You may also choose to put down a certain amount on the bar as pre-paid for your guests.

### **Wine**

All wine is supplied by Creekside Vineyards. We can provide you with a wine list if you would like to order additional wine for your event.

### **Soda**

Parties can use our soda fountains unlimited for \$100/hour (with our cups/lids/straws/ice.) Parties can also choose to bring in their own soda/cups/lids/straws/ice.

Tax is included on all alcohol sales. A gratuity of 20% will be added to all kegs and wine sales. All prices are subject to change.

### **Ski Lift Ride**

This add-on includes 1 hour use of our Ski Lift for you and your guests. Please ask your event coordinator for available dates. Cost: \$300/hour

**Summit Lodge also offers:** Outdoor Tent Packages for larger events and a preferred vendor list. Please ask us for more information on these items if interested.

Rental Contract Information

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Type: \_\_\_\_\_

Time: \_\_\_\_\_ Total # of Hours: \_\_\_\_\_

Payments:

Clean up Fee \$100 Paid on \_\_\_\_\_ Cash/Check/Card \_\_\_\_\_

Fees: Please write Date and Amount

Rental Fee \$

Security Deposit \$

Damage Deposit \$



## Summit Lodge RENTAL Contract

Event Type: \_\_\_\_\_ Event Date(s): \_\_\_\_\_

This contract for the rental of Summit Lodge at Snowstar is made this day, \_\_\_\_\_ (date), by and between the Owner of Summit Lodge-Snowstar, and \_\_\_\_\_ (name of renter), hereafter referred to as the Renter. Whereas, the Renter desires to temporarily rent, occupy, and make use of the Owner's venue, located at 9500 126th St West Andalusia, IL 61232 and known as Summit Lodge at Snowstar Village. The Owner agrees to such rental, occupation, and use in consideration of certain payments and covenants herein enumerated;

Now, therefore, the parties agree to the following terms and conditions:

1. The Renter shall pay to the Owner the sum of \$\_\_\_\_\_ (rental fee), no later than \_\_\_\_\_ (1 month prior to event). Of this amount, \$200 (2 hour rental) / \$300 (6 hour rental) / \$400 (12 hour rental), is due immediately as a security deposit to hold your date and due at the time of booking. If the Renter cancels the event after giving Summit Lodge the security deposit, the security deposit will be kept by the Owner and not refunded to the Renter.
2. An additional Damage Deposit of \$300 is due on \_\_\_\_\_, 1 week prior to the date of the event. The Damage Deposit will be returned to the Renter by the Owner upon settlement of the Renter's responsibilities. The Damage Deposit will be returned in full minus any charges for actual damage or theft done to the venue by Renter and his/her associates, guests, invitees, and all other persons whatsoever who enter the venue during the rental period, whether or not such persons did so with the Renter's knowledge or consent. The Damage Deposit can take up to 2 weeks after the event to be returned to the Renter.

3. The Renter shall have access to and use of the venue from \_\_\_\_\_ o'clock to \_\_\_\_\_ o'clock on \_\_\_\_\_ (date) for set up, tear down, & event.

4. It is the Renter's responsibility before settlement to remove all personal property, decorations, and leftover food from the venue by \_\_\_\_\_ o'clock on \_\_\_\_\_ (date).

5. In the event that the Renter fails to pay the amounts due within the time period stated in (1) and (2), the Renter will be charged a fee of \$50/week after the due date. If the

total fees in (1) and (2) are still not paid by the Renter before the date of the event specified in this contract, the event will be cancelled by the Owner and no refund of any kind will be given to the Renter. Renter shall also be liable to Owner for any legal fees, court costs, and other expenses associated with collection.

6. All alcoholic beverages must go through the Summit Lodge. The renter may hire their own outside caterer if they so choose or bring in their own food. The caterer must supply all flatware, dinnerware, serving items, and warmers/coolers. The caterer will only have access to the sink/buffet and not appliances.

Please print legibly.

Name of Representative of Owner: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Name of Renter: \_\_\_\_\_

Signature of Renter: \_\_\_\_\_

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

Name of Renter: \_\_\_\_\_

Signature of Renter: \_\_\_\_\_

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