



Event Rules, Regulations and Policies

EVENT TIME

1. Access of the venue begins and ends at the agreed upon times stated in the wedding contract.
2. Venue rental times include setup and breakdown time.
3. Guests may arrive 30 minutes before ceremony time.
4. Music must end by 10:00 pm to comply with McCloud sound ordinances.
5. All of clean-up must be complete before your rental time expires.
6. If you exceed your rental time, you will be charged a fee of \$250 for every hour that passes after your rental time expires. Time will not be divided into increments of an hour.
7. If the schedule allows it and you would like to extend the time of your event, you can do so for a fee of \$250 per hour that you extend the time.

Initials: _____

OVERNIGHT

1. No vehicles may be left overnight unless they are staying at McCloud Mountain Lodge.
2. Absolutely no overnight lodging (RV's or camping) is permitted on the property, outside of the accommodations on the property. We have no RV hook-ups and want to ensure that ALL guests have a great experience here on McCloud Mountain. We are happy to make a recommendation for guests needing RV accommodations.
3. Vehicles not belonging to lodge guests that are left in the parking lot overnight will be towed at the owner's expense.

Initials: _____

SMOKING

1. Smoking is only permitted in the designated areas outside.
2. Absolutely no smoking allowed in the event or lodge buildings. Doing so will jeopardize the return of the damage deposit.

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DECORATIONS

1. No fireworks, sparklers, candles, or any other open flame allowed.
2. All decorations must be approved by your wedding coordinator from McCloud Mountain.
3. The use of tacks, nails, tape, and glue to hang decorations is prohibited.
4. No permanent features of the mountain may be changed by any renting party.
5. All decorations must be placed and removed without leaving damage. Be kind and leave the property as you found it.
6. Confetti, glitter, and rice are not permitted, but bubbles and birdseed are allowed.
7. All decorations, floral boxes, etc. must be removed from the venue and dressing rooms upon your departure. If you place balloon or signs along the road coming onto the mountain to direct your guests, please assign someone in your party to remove them before you leave or there will be a fee of \$250 deducted from your security deposit.

Initials: _____

LIVE BANDS & DANCING

1. We do not provide a sound system for the event. If you would like to rent one, Mccloud has one available for rent or we can assist you in finding one to do so.
2. Volume must be kept at a level so as not to disturb area residents.
3. Host or band shall be responsible for the needed equipment such as a sound system, cords and cables.
4. McCloud Mountain must approve live bands. It is imperative that approval is obtained prior to contracting the band.
5. Dancing is permitted on the decked areas outdoors. Dancing is not permitted on carpeted areas apart from a first dance by the couple or a father/daughter – mother/son dance in the dining room. However, a portable dance floor may be rented for indoor dancing.

Initials: _____

PETS

1. No pets allowed.

Initials: _____



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CHILDREN

1. Children under the age of 16-years-old MUST be under adult supervision to ensure their safety and wellbeing.

Initials: _____

DAMAGE

1. The client is responsible for all guests and wedding party attending the event. **Any damage or loss resulting from the event attendees will instantly make the damage deposit NON-refundable.** If the damages exceed the amount of the damage deposit the **difference** will be billed to the reserving party. An additional credit card authorization is required.
2. The damage deposit of \$1500 is the only thing that is 100% refundable, provided there's no damage to facilities.
3. The damage deposit will be refunded in full if there is no damage to the property and if all of the rules in the contract have been followed.
4. McCloud Mountain is not responsible for any items lost, left behind, stolen, or damaged; however, we will make every effort to locate lost items when notified and return them to the owner.
5. Following the wedding date, if there are no damages and the contract rules are followed, the deposit will be refunded within 14 days from the wedding date and an automatic email gets sent.

Initials: _____

CATERING

1. If food is to be served, the name of the caterer will be provided to McCloud Mountain along with contact information of the caterer at least two weeks prior to the event.
2. The renter is responsible for all actions of the caterer and should inform the caterer of rules and regulations concerning the use of the grounds.
3. Cooking will not be allowed on the property. The kitchen will be used for catering prep only.
4. Caterers or rental companies contracted by the Host/Responsible party to provide all service ware including plates, flatware, napkins, glasses, serving dishes and utensils. McCloud has a list of recommended providers.

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ALCOHOL

1. Anyone requesting permission to serve alcohol will be required to use servers. The company providing the servers must submit proof of liquor liability insurance.
2. All drinks must be served by an ABC licensed bartender that is approved by McCloud Mountain.
3. Alcohol is NEVER to be served to anyone under the age of 21.
4. Any intoxicated guests are the responsibility of the reserving party.
5. We have the right to ask guests to leave or to stop being served alcohol if they are being destructive or disorderly.
6. No outside alcohol is allowed. If anyone other than the ABC licensed bartender brings any alcohol on the premises, they will be asked to leave. The ABC licensed bartender is the only person allowed to bring alcohol on the property.
7. It is your responsibility to ensure that no one leaves in a condition that could be considered to be under the influence or feeling the effects of alcohol.
8. You are accountable for your guests' consumption of alcohol and conduct. Please be responsible and respectful of the property.

Initials: _____

HANDICAP

1. Please let us know if you are having a handicapped guest, we would be happy to do our best to accommodate them.

PAYMENT

1. The damage deposit of \$1500 must be paid within the first two weeks after your reservation has been made. If the deposit has not been paid within that time period, we will cancel the reservation.
2. We will hold a credit card to authorize for a security deposit for any damages that exceed the \$1500 damage deposit.
3. The payment for the event will be broken up and paid in thirds.
 - The first payment will be due 180 days (6 months) before the event.
 - The second payment will be due 120 days (4 months) before the event.
 - The third and final payment will be due 90 days (3 months) before the date of the event.

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CANCELLATION

1. No refund will be made for cancellations made within 6 months of scheduled event. This includes reservations made within that 6-month period. For cancellations made prior to 6 months of the scheduled event, a refund will be issued less \$150.00 for the cancellation fee.
2. Refunds will be provided (within guidelines stated above) within four (4) weeks from the date the request is received.

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~The booking party cannot hold McCloud Mountain responsible for failure to provide the basic facilities due to emergencies, catastrophes, excessive weather, government mandates, or interruptions of public utilities (including water or power services). McCloud Mountain will allow you to reschedule if possible. If an Act of God were to occur preventing the event from taking place as scheduled, we will allow for the event to be rescheduled, pending availability, with no penalty. Last minute cancellations of outdoor site due to inclement weather will not be considered for refunds.

~COURTESY PROTOCOL: McCloud Mountain reserves the right to request any person or group of people acting unruly and contrary to rental regulations to leave the premises. Assistance from law enforcement agencies may be acquired if this request is not met immediately. The responsible party will be billed for any related expenses due to this behavior.

McCloud Mountain reserves the right to enforce these rules, and if need be, we will.

By signing below, you agree fully to the terms of this entire form:

Name:

Date:

Name:

Date:
