



P.O. Box 573, Leavenworth, WA 98826
509-548-5477

Ski Hill Lodge & Grounds Rental Rates & Information

Ski Hill Lodge

1) LWSC Member Wedding and/or Reception:

Up to 150 people
\$1000 up to 18 hrs.(includes setup day)
Reservation deposit: \$500
\$50 for each additional hour
\$300 refundable, cleaning deposit required

2) Non-LWSC Member Wedding and/or Reception:

Up to 150 people
\$1300 up to 18 hrs.(includes setup day)
Reservation deposit: \$650
\$100 for each additional hour
\$300 refundable, cleaning deposit required

3) LWSC Member Group Meeting/Party Rental Rate:

Up to 60 people
\$500 for up to 6 hours (including setup)
Reservation deposit: \$250
\$75 for each additional hour
\$200 refundable, cleaning deposit required

4) Non-LWSC Member Group Meeting/Party Rental Rate:

Up to 60 people
\$550 for up to 6 hours (including setup)
Reservation deposit: \$225
\$75 for each additional hour
\$200 refundable, cleaning deposit required

5) LWSC Member Birthday Party Rental Rate:

Up to 40 people
\$300 for up to 4 hours
Reservation deposit: \$150
\$75 for each additional hour
\$100 refundable, cleaning deposit required

6) Non-LWSC Member Birthday Party Rental Rate:

Up to 40 people
\$400 for up to 4 hours
Reservation deposit: \$200
\$75 for each additional hour
\$100 refundable, cleaning deposit required

Ski Hill Grounds and Events

- 1) **Use of Ski Hill Grounds:** The Ski Hill Grounds are public lands and can be used free of charge for small gatherings (under 15 persons) such as picnics or informal gathering. For larger gatherings on the Ski Hill Grounds, requiring the setup of specialized equipment or supplies or gatherings with music or other entertainment, a Special Use Permit must first be obtained from both the US Forest Service AND the LWSC. The LWSC will charge \$100/hour for any approved activity on the Ski Hill Grounds that requires a LWSC representative to supervise use of the site, to provide assistance with LWSC facilities (lighting, access to electrical power, site access, etc.) and/or to provide site preparations (mowing, etc). Groups of 20 persons or larger who are renting the Lodge can be outside on the grounds; provided the focus of the gathering is taking place inside the Lodge and no special equipment is setup outside. For sporting and other large events, a certificate of liability insurance naming the Leavenworth Winter Sports Club as an additional insured for \$1,000,000 is required. Groups using the Lodge must have a signed Application for Use on file prior to use.
- 2) **Recreational or Competitive Sporting Events:** If the proposed use of the Ski Hill Grounds is for an organized recreational or competitive sporting event, permission must be granted by the LWSC AND a Special use Permit must be obtained by the US Forest Service. All events must be of a type that is compatible with the terms and conditions of the LWSC Special Use Permit. The LWSC will charge \$100/hour for any approved activity on the Ski Hill Grounds that requires a LWSC representative to supervise use of the site, to provide assistance with LWSC facilities (lighting, access to electrical power, site access, etc.) and/or to provide site preparations (mowing, etc.). Proof of Liability Insurance is required and must name the Leavenworth Winter Sports Club as an Additional Insured.
- 3) **Co-Sponsored Event:** Any event that is Co-Sponsored by the LWSC would need to have the LWSC included in all event and promotional materials to be considered a partner or co-sponsor in the event. Please contact us to see if your event qualifies. All events have a \$300 minimum event fee paid to the LWSC.
- 4) **Payment Schedule:**
 - a. Reservation Deposit is due at the time of Application.
 - b. Event Payment and Cleaning/Clean-Up Deposit are due in-full 30 days prior to the event.

Important Notes

Liability Release: All renters and permitted users must have a signed Application for Use including Release of Liability prior to use of the premises.

On-Site Meeting: An LWSC representative will meet the renter before the event to answer questions regarding the use of the facility or grounds, to help insure the facility functions adequately for your event, to insure the terms of this rental agreement are abided by and to provide facility and site access.

Cleaning/Clean-up Policy: The renter is responsible for removing any items that were brought on to the premises (including the grounds) and all waste and recyclables generated. A dumpster is provided on site for trash disposal with prior arrangement. The renter is responsible for policing and clean-up the grounds of all materials brought onto the site. All outdoor events must dispose off-site all waste and materials unless otherwise arranged. Lodge renters must leave the kitchen and other areas of the lodge as clean as they were found. If used, all dishes will be washed, dried and put away. The renter is responsible for providing enough personnel to insure clean up is accomplished in a timely and efficient manner. All clean-up must be performed within the agreed upon rental period, otherwise the cleaning deposit will be forfeit.

Vehicles: Except for lodge access during setup and clean up, no vehicles will travel beyond the parking lot. When accessing the lodge for setup and clean up, vehicles will stay on established roads.

Use of the Leavenworth Summer Theater amphitheater or other LST facilities is NOT included in any rental agreement with the LWSC. The Forest Service permit issued to LST for the stage and amphitheater does not allow weddings or other events to be held at the amphitheater.

NO SMOKING & FIRE: Due to fire danger, smoking is not allowed in the lodge or on the Ski Hill grounds at any time. Fires are not allowed in the Lodge, outside patio or on Ski Hill Grounds at any time between May 1st and October 30th or as conditions restrict.

Cancellation Policy: Your reservation can be canceled up to 30 days prior to your event and your reservation deposit will be refunded in full. Cancellations less than 30 days prior to the event date will result in a forfeit of the reservation deposit.

Other Notes:

- The lodge capacity is 65 people
- Music and outside activities must end at 10 p.m. due to local noise ordinance.
- Portable toilets are required for parties over 30 people. The old septic system will fail with overuse.
- The lodge is located on Forest Service grounds and is a public area. Bikers, walkers, hikers are allowed on the grounds any time.
- The lodge and grounds are cleaned prior to a renter's arrival. The renter must leave it in the condition it was found.
- The lodge is an old building built in 1936. Please be advised that the electricity and plumbing reflect the age.
- If you serve alcohol you must obtain a Banquet/Event Permit from the WSLCB: <http://lcb.wa.gov/licensing/banquet-permits> and provide LWSC a copy.