



A Limited Liability Company
100 Marmot Drive Unit One
Red Feather Lakes, Colorado 80545
970-881-2450

2010 Group Services Agreement

*Upon booking, a signed copy of the '2010 Group Services Agreement' must be turned in to BMRR's Events Coordinator. Please retain a copy for your records.

Contact Information

Organization

Name: _____

Organization

Address: _____

Telephone (office): (_____) _____ Fax: (_____) _____

Email: _____

Contact

Name: _____

Contact

Address: _____

Telephone (work): (_____) _____ Telephone (home/cell): (_____) _____

Email: _____

Payment Information

Party Responsible for

Payment: _____

Address (if different from
above): _____

Telephone (work): (_____) _____ Telephone (home/cell): (_____) _____

Email: _____

Relationship to Organization or

Group: _____

Event Information

Date of function: _____ Type of function: _____

Estimated number of overnight guests: _____ day guests if different from overnight guests: _____

Lodging: Units needed: _____

Cost: () per unit or () per guest

Catered Food Service: Date(s) of service: _____ Number & type of meals required: Breakfast _____ Lunch _____ Dinner _____ Snacks: morning _____ afternoon _____ evening _____

Cost per meal : _____ Gratuity: _____ Total: _____

Menu(s) to be selected by date: _____

Total for food and

Lodging: _____

Facility Information...

Facility fees for events vary, depending on the type of event and time of year. In order to secure the facility rental, a deposit equal to the facility fee is due at the time of booking. Facility reservation deposits are non-refundable. This deposit will be subtracted from the final bill.

Damage Deposit...

Damage deposit amounts for group events will be determined by BMRR's Events Coordinator. The damage deposit is due at the time of check-in, and may be in the form of a check, MasterCard, or Visa. Beaver Meadows reservations desk will hold the check or credit card number until completion of the event. If no damages have been incurred, the check will not be cashed, or credit card will not be charged. If damages have been incurred, Beaver Meadows will collect the full amount of the damage deposit in order to make necessary repairs and cover labor costs, and will refund the remainder of the damage deposit (if any) within 30 days. BMRR reserves the right to apply additional charges if the amount of the damage deposit is not sufficient to cover all repairs and labor costs.

Grounds for application of damage deposit include, but are not limited to: property damage caused by any member of the group; excessive litter left by the group, either on grounds, in facilities, or in lodging units; missing items from lodging units, resort facilities, or resort grounds used by the group; failure to provide payment in full at completion of event; damage to rental items provided by the resort (may be owned by resort or provided by resort through an outside rental agency); use of resort amenities that have not have reserved by group.

Lodging...

It is the responsibility of the party making a lodging reservation, either on an individual basis or for a group, to be present at the time of check-in. At that time, the responsible party will be required to sign

BMRR's 'Guest Registration' form. Check-in time is 4:00 p.m. on the day of arrival. Guests may check in before 4:00 pm if the unit is clean and ready. Check-out time is 11:00 a.m. on the day of departure. Late check-outs may be arranged; however, there may be a charge for late check-outs.

By signing BMRR's 'Guest Registration' form, guest approves BMRR to charge any services provided, late check-out fees, and/or remaining lodging balance to his/her credit card, if guest does not pay before departure. In this instance, BMRR will notify guest, via phone call, of charges applied to credit card, and will mail credit card receipt to guest.

Catered Food Services...

A 50% deposit will be due on all catered food services 10 days prior to the event. Final confirmation of menu selections will also be due at that time. This deposit will be subtracted from the final bill. A sales tax of 3.7% will be added to all food service unless the organization is tax exempt. A 15% gratuity will be added to food service.

BMRR catering prices include tables & chairs for each food service. Special requests for tables and chairs in addition to those owned by Beaver Meadows will be rented through a rental company of BMRR's choosing, and guest will be responsible for payment.. Catering prices also include set-up, serving, bussing, and tear-down of the meal service.

Final guest count is required at least two weeks prior to the event, and final bill will be based upon this guest count as a minimum. Additions to guest count can be made less than two weeks prior to the event; however, some restrictions may apply. The room will have seating for only the final number of guests confirmed. All children, including infants, will need to be accounted for in this number. High chair and booster availability is limited.

Decorations...

Guest is responsible for notifying all members of decorating group of the following regulations... Any decorations that are set up by the customer must be taken down by the customer. BMRR events staff may help with this task in the case of BMRR catered events. Push pins, thumbtacks, staples, or nails may not be used! Candles are allowed if they have a holder that can catch all wax, or if they are self contained in a votive type holder. Use of candles outside will only be allowed if there is not a fire ban in effect. Candles cannot ever be used in locations where they will be left unattended while lit.

Cancellations and Prices Quoted...

Advance fee deposits required are non-refundable. Food and beverage deposits received 30 days or less prior to the event are non-refundable.

Prices are subject to proportionate increase to meet cost of foods, beverages, and other costs of operation existing at the time of the event. BMRR reserves the right to raise prices quoted and to make reasonable substitutions on the menu. Beaver Meadows will give reasonable notice to the customer in the event of an unavoidable price increase.

Payment....

Final payment is due before departure. Overnight guests may take care of final payment at the time of check-out. Accepted forms of payment are cash, check, MasterCard or Visa.

Release & Indemnity...

The undersigned hereby specifically releases, indemnifies, and holds harmless Beaver Meadows Resort Ranch, their employees, officers, or agents from any liability, claims, actions, demands, and judgments resulting from loss of life, or damage or injury to person or property, which may be sustained by any person, organization, or entity, while participating in the use of the facilities at Beaver Meadows Resort Ranch. This provision will include the reimbursement for any and all expenses incurred by those whom it is to protect as a result of such injuries, including, but not limited to, attorneys' fees and any cost associated therewith. My signature below indicates that I have read and understand the '2005 Group Services Agreement' and agree to abide and comply with the guidelines and requirements set forth.

NAME of CONTACT (Please Print): _____

By signing below, I indicate that I have read the 'Group Services Agreement' provided to me by Beaver Meadows Resort Ranch, and do accept the terms and conditions of said agreement.

Signature: _____ Today's

Date _____

Today's

Date: _____

NAME of PARTY RESPONSIBLE FOR PAYMENT (Please Print): _____

By signing below, I indicate that I have read the 'Group Services Agreement' provided to me by Beaver Meadows Resort Ranch, and do accept the terms and conditions of said agreement. I also agree to allow Beaver Meadows to charge my credit card for any charges if not paid for by final event payment due date. I understand that final event payment is due before my departure from Beaver Meadows Resort Ranch, or at the completion of the event.

Credit Card # _____ Expiration Date: _____ V-

Code: _____

Signature: _____ Today's

Date: _____

BMRR Representative Name (Please

Print): _____

Signature: _____

Today's

Date: _____