



The Anchorage Ski Club
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Lodge Rental Inquiries: (907) 350-1692
Lodge Manager: lodgerental@skiarctic.com



ARCTIC VALLEY

Thank you for your interest in renting Alpenglow Lodge. Alpenglow Lodge is owned and operated by the Anchorage Ski Club, a 501(c)(3) non-profit corporation. The lodge is typically rented out between Memorial Day weekend and the last day of September, although other dates may be worked around the ski season. Weekend events in September are priced at the weekday rate. We offer hourly rentals, a 12-hour package, and a unique Deluxe Weekend Package which may be split over three days.

Alpenglow Lodge is over 9,000 square feet and has approximately 2,500 square feet of public space upstairs which can comfortably hold 100 people seated at tables, or up to 300 people seated in rows for a ceremony. The upstairs also has a large sun deck that can hold up to 50 people for an outdoor ceremony. The downstairs has approximately 3,200 square feet of public space that will hold 200 people seated at tables, or up to 300 people seated in rows for a ceremony. There is also a large kitchen and buffet serving area downstairs. There is a large open area in front of the lodge that can seat over 200 for an outdoor ceremony.

Hourly Lodge Rental: You may rent either the upstairs or downstairs, or the entire lodge for an hourly rate (if renting just one level, someone else may be using the other level). Hourly rentals are not accepted Friday-Sunday; a minimum charge of \$1000 applies for events Monday-Thursday (including furniture and equipment, but not cleaning fees or security and cleaning deposit). An hourly rental cannot be split over more than one day. The first 100 guests are included in the price and there is a \$1 charge for each additional guest. This is a good option for a small reception where the wedding has already taken place, a Sunday Wedding Brunch, a mid-week company "Away Day" or retreat, or children's events. This option is also good for informal events where not a lot of time is needed for decorating and set-up.

12-Hour Special: This includes the entire lodge for 12 hours. The rental may be split between Thursday/Friday, Sunday/Monday, or any weekday, but can not be split over more than one period on Saturday. The exception is that, if up to three weeks before your Saturday event the lodge has not been rented out on Friday or Sunday, you may split times over two days for a Saturday event (either Friday set-up or Sunday clean-up). Your guests are welcome to camp up at the area the night of the reception. The first 100 guests are included in the price and there is a \$1 charge for each additional guest. The amount of time in this package works well for weddings with 75-150 guests.

Deluxe Weekend Package: Our premier package includes the entire lodge and all furniture and standard equipment (see list of Premium items in the contract and worksheet below) for 24 hours; those hours can be split anytime between 3 consecutive days. Your guests are welcome to camp up at the area between rental days. The first 200 guests are included in the price and there is a \$1 charge for each additional guest. Set-up, decorating and rehearsal dinner can be done on Friday, the wedding and reception on Saturday, and there is still plenty of time for clean up on Sunday (special arrangements can be made for vendors to pick up equipment on Monday if necessary). This package is ideal for large weddings (150-300) and for those events that require a large set-up or clean-up time. This is also good for people who don't want the additional stress of trying to plan their event around deadlines, or for those who want to make their wedding into a 3 day event.

Contract: In order to reserve the lodge for an event, you must have a signed contract and send 50% of the lodge rental fee as a down payment. In order to fill out the contract, we need to know a few things like which package you want and how many hours, how many guests are expected, if you plan on serving red wine, if you want to have candles, what furniture (if any) you wish to rent, etc. Our lodge rental manager is available to consult and help fill out the contract. The following worksheet will help.

Alpenglow Lodge Rental Packages and Worksheet:

Date of event: _____

Use the following worksheet to determine which package is best for you. **Prices in [] apply to Monday-Thursday rentals only.** Weekday rentals include all Standard equipment. Start with figuring out how much time you need.

How much time do you need? (Note: only some packages can split days. Vendor drop-off / pick-up is a minimum of one hour charge.)	Day of week	Start Time	End Time	Hours
Do vendors need to drop off early?				
Set-Up and Decorating				
Rehearsal Dinner				
Ceremony				
Reception				
Cleaning				
Do vendors need to pick up at a later time?				
Total time for entire event				

	Hourly Lodge Rental	12-Hour Special	Deluxe Weekend Package	Total
Lodge Rental Cost (number of hours needed)	hrs	hrs	hrs	
Upstairs OR Downstairs only	[\$150] / hr			
Entire Lodge	[\$200] / hr	\$2100 [\$1800]	\$3900 [\$3400]	
Extra Hours		\$150 [\$100] / hr	\$150 [\$100] / hr	
Guests	guests	guests	guests	
First 100 guests	Included	Included	Included	\$0
Additional guests up to 200	\$1 each	\$1 each	Included	
Additional guests 201 to 300	\$1 each	\$1 each	\$1 each	
Standard Furniture and Equipment				
Cafeteria Tables (12 available, seat 12 each)	Included	Included	Included	\$0
Brass Ceremony Chairs (75 available)	Included	Included	Included	\$0
Rectangular tables, no chairs (72"x30", 12 available)	\$15 each	\$15 each	Included	
Round tables, no chairs (60" dia, 25 available)	\$15 each	\$15 each	Included	
Tables with 8 folding chairs each	\$25 each	\$25 each	Included	
Extra metal folding chairs (200 total)	\$2 each	\$2 each	Included	
Outdoor grill (renter provides briquettes/ propane, utensils, etc.)	\$25	\$25	Included	
Canopies (2 available, 10' x 10' white)	\$50 each	\$50 each	Included	
Wedding Arch (choice of styles)	\$50	\$50	Included	
Premium Equipment (additional deposit may apply)	Sound System \$200	Bar Package \$200	Flat Screen TV: \$50	
	Decoration pkg: \$200	Coffee Urn: \$20	Hot water urn: \$10	
	Beverage Service: \$2.50 each	Kegeator: \$50	Stage sections: \$15 each	
Lawn chairs (160 available)	\$3.50 each	\$3.50 each	\$3.50 each	
Dance floor (additional deposit may apply)	12'x12': \$300	15'x15': \$400	18'x18': \$500	
Cleaning Fee (ASC calculates estimate based on size of event, refunds unused hours)	\$75 per hr	\$75 per hr	\$75 per hr	
Chairlift Rental				
Two hour rental	\$850	\$850	\$850	
Additional chairlift hours	\$275 per hr	\$275 per hr	\$275 per hr	
Total Lodge Rental Fee (Estimated)				

Security and Cleaning Deposit (refundable*)				
Base deposit	\$500	\$500	\$500	
Additional Attendance (per guest >100)	\$1 per guest	\$1 per guest	First 200 incl.	
Furniture and Decorating Policy Additions	See contract	See contract	See contract	
Food and Beverage Policy Additions	See contract	See contract	See contract	
Total Security and Cleaning Deposit Fee (max \$700)				

*Note: The security deposit check will be cashed prior to the lodge rental and a separate refund check issued after the event.