Alpenglow Lodge

Inquiries: (907) 351-3256
or events@arcticvalley.org
More information: arcticvalley.org/lodge-rentals/

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 mid-May and the last day of September, although we can make arrangements for informal events during spring and winter.

Alpenglow Lodge is over 9,000 square feet and has approximately 2,500 square feet of public space upstairs which can comfortably hold 100 guests seated at tables, or up to 300 seated in rows for a ceremony. The upstairs also has a large sun deck that can hold up to 50 guests for an outdoor ceremony. The downstairs has approximately 3,200 square feet of public space that will hold 215 guests seated at tables, or up to 300 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.

Deluxe 24 Hour Package: Our premier package includes the entire lodge and all standard equipment (see list of Premium items in the contract and worksheet below) for 24 hours; those hours can be split as you like between 3 consecutive days. Your guests are welcome to camp up at the area between rental days. Setup, 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. This package is ideal for those who want a relaxing, unhurried experience split over three days.

12-Hour Special: This includes the entire lodge for 12 hours. The rental may be split between Thursday/Friday, Sunday/Monday, or any two weekdays, but cannot be split over more than one period on Saturday. Your guests are welcome to camp up at the area if splitting between two days. The first 100 guests are included in the price and there is a $1 charge for each additional guest.

Hourly Lodge Rental: You may rent the entire lodge for an hourly rate Monday-Thursday. Hourly rentals are not accepted Friday-Sunday; a minimum charge of $1000 per day applies (including furniture and equipment, but not cleaning fees or cleaning and equipment deposit). 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 rehearsal dinner in a unique location, 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 setup.

Discounts: We offer discounted rates for weekend events before Memorial Day and after Labor Day, as well as all events Monday-Thursday. Events that qualify for discounted rates also include some equipment at no additional charge, making this a great value.

Decorating, Cleaning & Equipment: For those looking for a complete venue package, we offer a full decoration, setup, and cleaning service. We will meet with you at the lodge prior to your event to lay out a floor plan and choose decorations from those available in our decorations package. The lodge will be fully set up and decorated for your event before you arrive. After your event, we will clean the lodge and put away all decorations and equipment.

We also offer package equipment discounts to make your planning and budgeting easier.

Chairlift: For unforgettable photos, and a great experience for your guests, our chairlift is available as an add-on to any rental package. The standard two hour rental allows for plenty of time at the top for photos and for guests to enjoy the views, or for a small, intimate ceremony.

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. 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 24 HR Package**	**Total**
Lodge Rental Cost (number of hours needed)	hrs	hrs	hrs	
Entire Lodge	[$200] / hr	$2100 [$1800]	$4200 [$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	
All Standard and Premium Equipment	$2000 ($850 discount)	$2000($850 discount)	N/A	
Standard Furniture and Equipment				
Cafe Chairs (60 available)	Included	Included	Included	$0
Café tables (upstairs only)	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	
Stage Sections (6 avail, 4’x8’x6in)	$15 each	$15 each	Included	
Canopies (2 available, 10’ x 10’ white)	$50 each	$50 each	Included	
Wedding Arch (choice of styles)	$50	$50	Included	
All Premium Equipment ($500 discount)	$1250	$1250	$1250	
Premium Equipment (additional deposit may apply)	Sound System $200	Bar Package $200	Flat Screen TV: $50	
	Decoration pkg: $200	Kegerator: $50	Chafing dishes: $30	
	Hot water & Coffee urns: $25		WiFi: $25	
White padded ceremony chairs (160 avail.)	$3.50 each	$3.50 each	$3.50 each	
Dance floor (additional deposit may apply)	12’x12’: $300	15’x15’: $400	18’x18’: $500	
Decoration, Setup, & Cleaning Service	$1500	$1500	$1500	
Cleaning Fee (optional)	$75 per hour	$75 per hour	$75 per hour	
Chairlift Rental				
Two hour rental	$1000	$1000	$1000	
Additional chairlift hours	$250 per hour	$250 per hour	$250 per hour	
Total Lodge Rental Fee (Estimated)				

Cleaning and Equipment 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 cleaning & equipment deposit check will be cashed prior to the lodge rental and a separate refund check issued after the event.