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## EVENT AGREEMENT

We at Spirit Lake are pleased to host your event and look forward to working with you to create a unique and memorable experience. By signing this Agreement, both parties are contracting and defining our expectations of one another.

The Team at Spirit Lake Agrees to:

1. Hold your event date for 10 days. Your deposit must be received in that time to confirm your reservation.
2. Meet with you to tour of our facilities and help plan your event at your earliest convenience.
3. Create a detailed reservation for your event that meets your satisfaction. Note the event fee covers the cost of renting the location, indoor tables and chairs, setup and cleanup. Food, beverages, and additional rental equipment are not included in this facility fee.
4. Do everything we can to allow you to relax and enjoy your event including; room set-up, clean and comfortable facilities, and other details. Weather is out of our control.

You and your group agree to:

1. Review and approve the reservation to confirm that we are properly preparing for your event.
2. Pay for damages to any facilities, equipment, etc.
3. Pay a non-refundable amount of **50% of your facility fee** within 10 days of booking your event. *Without your initial payment we cannot continue to hold your reservation.*
4. Notify Spirit Lake staff of caterers and other vendors that will need to coordinate access for your event.
5. Pay the remainder of your balance two weeks prior to your event.
6. Depart by the scheduled time as overage will result in additional facility fees.
7. Provide supervision for all individuals attending and be responsible for their care and conduct.
8. Follow all Spirit Lake rules as stated in this agreement.

We both agree to:

1. Leave our firearms, fireworks, pets and illegal drugs at home. None of these are permitted on the property with the exception of written prior approval for firearms on "guided" hunts.
2. Use alcohol responsibly and only as stated in the specific terms for your event.
3. Treat all facilities and equipment with care and respect but also agree to enjoy the splendor of your event.
4. Make your experience at Spirit Lake one of the most positive and memorable possible.

This agreement is for the \_\_\_\_\_ from \_\_\_\_\_ @ \_\_\_\_\_ to \_\_\_\_\_ @ \_\_\_\_\_. Your **facility total** is \$ \_\_\_\_\_ which includes 6.3% sales tax on lodging. Your **deposit** of \$ \_\_\_\_\_ is due by \_\_\_\_\_. The balance of your fee is due two weeks prior to your event. Due Date: \_\_\_\_\_

For: \_\_\_\_\_

For Spirit Lake, LLC

Name \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

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## SPIRIT LAKE RULES

- **Please respect and care for all property, as you are responsible for any damages that occur during your event.**
- **No glass bottles** as broken glass and bottle caps are a hazard to guests and wildlife.
- **Because of fire hazard, smoking in general is not permitted at SL except at the lakeside fire ring or designated areas defined by a 'smoker's outpost'.** Cigarette butts are a hazard to our wildlife.
- **Place all trash in provided containers before leaving.**
- If using kitchen, clean what you use, sweep floor, and dispose of your leftovers.
- Guests shall conduct themselves responsibly and obey all federal, state and local laws.
- No immoral activity shall be permitted.
- Adults are responsible for their children and/or youth and for enforcement of these rules.
- Please enjoy our wildlife from a safe distance for your safety and theirs.
- No open flames such as candles unless pre-approved in writing by SL staff.
- Participants must be 21 to consume alcohol and are expected to act responsibly.
- Driving while under the influence of alcoholic beverages is not permitted on or leaving the premises.
- DO NOT sit or climb on any deck or stair railings.
- **NO PETS**
- Spirit Lake Trails: DO NOT cross fences or pass through gates.
- Boats, sports equipment, courts and campfires by request from SL staff.
- NEVER SWIM ALONE or at night. Non-swimmers must stay within the buoyed ropes.
- Each group must provide its own life guard during swimming sessions
- Boats: No water fights, ramming, purposefully capsizing or entering the swimming area.
- All occupants MUST wear a life jacket, max. of 3 people per canoe, 5 per paddle boat;
- No fishing on the beach or in the swimming area. Ask SL staff for current catch and release rules.
- SL shall have the right to request any participant or guest of a participant who does not comply with any and all of the rules as set out herein to leave the premises.

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