



Alpenglow Lodge

Lodge Rental Inquiries: (907) 351-3256
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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 mid-May and the last day of September, although some dates may be available during the ski season for informal events.

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.

Weekend events in before Memorial Day and after Labor Day are priced at the weekday rate. We offer hourly rentals, a 12-hour package, and a unique Deluxe 24 Hour Package which may be split over three days.

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.

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. The exception is that, if up to four 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 setup or Sunday cleanup). 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.

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. The first 200 guests are included in the price and there is a \$1 charge for each additional guest. 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.

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 setup 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 | | | | |
| Cafeteria Tables (12 available, seat 12 each) | Included | Included | Included | \$0 |
| Brass Ceremony 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 | Kegeerator: \$50 | Chafing dishes: \$30 | |
| | Hot water & Coffee urns: \$25 | | Outdoor grills \$25 | |
| 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 | |
| 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.