



WEDDING PACKAGE 2020/21

# CANYON

## SKI RESORT



# Hello and Welcome

**A**re you looking for a beautiful, unique, and private venue to host your wedding? Consider Canyon Ski Resort, Alberta's largest non mountain resort. Canyon offers a venue that is exclusively yours! You don't have to trek to the mountains to get a ski chalet/lodge experience. Enjoy the spectacular view from the breathtaking river valley just minutes from Red Deer. The spacious and rustic lodge features a wrap-around deck and stone wood burning fireplaces for your exclusive private ceremony or reception. Functions are held from May long weekend through to the end of October. Our resort allows you greater flexibility and the option to purchase your own liquor for the bar, and set your own price! Allow our accommodating staff, spacious lodge and beautiful landscapes add character to your special event.



Phone: 403-346-5588

Fax: 403-347-0009

Email: [events@canyonski.ca](mailto:events@canyonski.ca)



## HOW TO FIND US

We are located only 1 hour and 30 minutes from both Calgary and Edmonton. Directions: Take the 67th Street Exit from QE2 HWY East until you reach the round-about, taking the east turn off. Follow the signs until you reach the gates of Canyon, continue all the way down the hill to the ski lodge.



# CANYON SKI RESORT & RECREATION AREA

## Booking and Rental Agreement

Please Read Carefully. Prices and Availability are Subject to Change Without Notice.

## COSTS

### Ceremony & Reception Venue Rental

- \$ 4000 (250 person capacity)
- 4000sq ft Rustic Lodge with wrap around deck
- Paved parking lot in front of lodge for bridal party
- Grand Chandeliers & Stone Wood Burning Fireplaces situated in every room
- Ability to host own Bar (corkage fee \$8 per person)
- Modern Women & Men's Washrooms (upstairs and downstairs)
- (23) 5 ft. Round Tables – seats 8 max
- (20) 4 ft. Rectangular Tables- seat 4 long table style
- (250) Banquet style (round back) chairs
- (20) Live Edge solid wood tables for head table or smaller weddings
- (30) Wooden Benches for Outdoor Ceremony – 12 ft.
- Podium
- Set up, Take down & Clean up of Indoor/Outdoor Ceremony Space
- Set up, Take Down & Clean up of Reception Space
- Set up, Take down & Clean up of Indoor Cocktail Area
- Air Conditioning
- Elevator accessible

### Previous Day Decorating/ Rehearsal

\$ 75.00 per hour (\* upon availability)

~ All prices listed do not include GST ~

Please note: Credit Card imprint is mandatory. Additional charges apply for early set-up, early drop off, late departure, damage, and excessive clean-up requirements. Failure to comply with the rules and regulations will also incur further charges.

### RENTAL RATES: INCLUDE SET UP & TAKEDOWN

Linen Table Cloths for the round tables available in White or Black

85" x 85" Square \$12 per table

120" Round (to the floor)  
\$18 per table

Linen Napkins \$1.00 napkin  
(White or Black)

Chair Covers \$5.50 per chair  
(White or Black)

*Pricing subject to change without notice*



For all your other decorating needs please call Special Events Rentals at (403) 347-7733

## IMPORTANT INFORMATION

The lessee must provide proof of possessing a \$5 million special events liability insurance policy. **Canyon Ski Resort & Recreation Area Ltd.** MUST be named as an additional insured with respect to this agreement. Canyon Ski Resort MUST receive this one week prior to your event. No Event shall take place on the property without this insurance coverage. .

## GENERAL RENTAL INFORMATION

At the time of booking, a non-refundable \$2000 security/ damage deposit is required for the lodge. The booking contract, included in this package, must be accurately filled out and submitted in order for your date to be secured. If you cancel your function your non-refundable booking fee will NOT be returned for any reason. Further, on the date of your function the non-refundable booking fee will be held as a damage deposit and be used towards any damages incurred during your function. If there is no damage the deposit will be returned to you in the form of a cheque the following 2 weeks after your event. It is your responsibility to ensure we have your correct address to avoid any delays in deposit return.

Canyon Ski Resort will need the name of the individual who is responsible for communication for your function both prior to and on the day of your event. This will ensure your function runs smoothly.

## PAYMENT AND CANCELLATION POLICY

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Full payment of your total invoice is required 1 week prior to your event, when you submit your final numbers and liability insurance. Payment is to be done via Certified Cheque, debit, cash. E-transfer, Visa or Master Card payments are accepted but there will be an additional 4% applied. American Express is not accepted.

In the event of a cancellation, the non refundable deposit is lost. However, once payment is made in full ,the total amount of the final invoice is lost.



## POLICIES & INFORMATION

Previous day Set-Up, Decorating and/or Rehearsal is available at the rate of \$75 per hour. Next day take down may also be available starting at 10 am but must be requested and booked in advance. A minimum charge of 3 hours will be applied for next day take down. These options are not guaranteed to be available, as the lodge may be booked the day before or after your function. This can be secured 6 weeks prior to your event. Decorating/Rehearsal/Take Down must be completed by 8 pm. Take down **MUST** be booked minimum 1 week in advance.

Your lodge booking fee includes set up and the take down of your tables and chairs, as well as, clean up following your event. Canyon will also set up chair covers, linens, wine glasses and cutlery when the linens are rented through Canyon. When renting linens and chair covers off site you will be responsible for setting up of your own linens, cutlery and wine glasses on the tables. At the end of your function you are responsible for taking down all your decorations, bagging all disposable items, and picking up items on the floor that are too large to be vacuumed (garbage bags will be provided). Additional charges of \$50 an hour will apply for excessive cleaning. All of your wedding decorations, gifts, alcohol etc. must be removed on the night of your function by 1:30 am unless you have take down the next day pre arranged. When you arrive to decorate, the lodge will be clean and ready for you. Please keep this in mind it as it will not be re-cleaned.

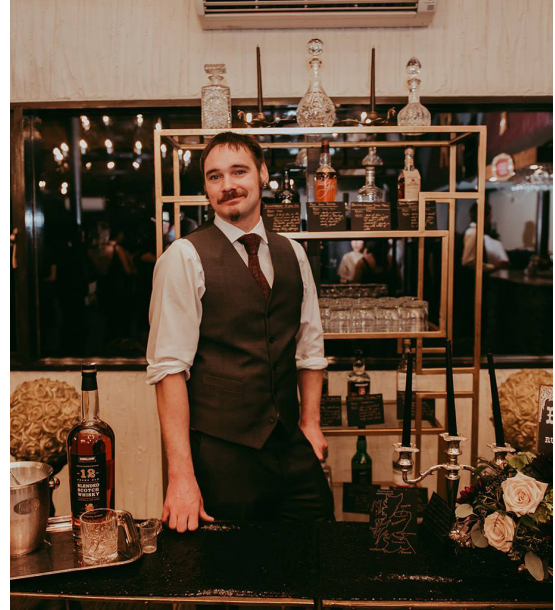
## IMPORTANT INFORMATION

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- With recent major A/C upgrades, please keep doors closed at all times to allow A/C to be most effective.
- Canyon does not have a PA System or audio visual equipment.
- Canyon's elevator is accessed through the main floor first aid room. Please let Canyon staff know if you will have guests needing the elevator and we will be happy to assist you.
- **Absolutely NO driving on the grass this will result in damage fees. Parking is to be in designated areas only, the cost to repair damaged grass will be deducted from your damage deposit.**
- Decorations can only be attached so that they may be removed easily and cause no marring to the surface of attachment. No nails, screws etc.
- No confetti, rice or sparklers are permitted inside the lodge, this will result in cleaning fees.
- No popcorn as this will result in excessive cleaning fees.
- Fire regulations prohibit the use of open flames. If you intend to bring candles, they must be enclosed, placed in water or sand.
- Parking in the upper lot in front of the lodge is prohibited due to Fire Marshall and Emergency Vehicle access. Please use the parking lot in front of the lodge as a drop-off zone only. The only vehicles that are permitted to park in front of the lodge are staff, elderly, handicapped, and the bridal party.
- Canyon Ski Resort has a ladder for your use, however it is to be used at your **OWN** risk.

## SUPERVISION & SECURITY

Security for the event will be provided by Canyon Ski Resort. Please note: that any time alcohol is served and consumed at a function AGLC requires that security/supervision be provided. The lessee is responsible for guests' safety, behavior and conduct. Canyon reserves the right to end your function or call the RCMP at any time during your function if the lessee or its guests shall fail to follow the rules and regulations.



The Bar Service must close at 12:30 am and the DJ at 1am to allow adequate time for clean-up by 1:30am, and all guests need to be vacated from the resort by 2am.



## LOST PROPERTY

Please check carefully for any personal items before leaving our premises, as we cannot accept responsibility for any lost items. Canyon Ski Resort takes precautions to safe-guard the property of its' clients and customers; however, we are not responsible for damages to or loss of any articles left in the lodge, or premises,

prior to, during, or following any function by customers or any guests.

Canyon Ski Resort & Recreation Area Ltd assumes no responsibility for any loss or damage to any goods or property brought into the facility.

**PLEASE HAVE YOUR M.C.  
INFORM YOUR GUESTS OF THE  
FOLLOWING INFORMATION:**

- *Absolutely NO driving on the lawn*
- *Bathrooms are available both upstairs and downstairs for your use*
- *The hill is grazed by sheep and they are contained by an electric fence, do not touch the fence or attempt to ride the sheep:)*
- *Liquor is ONLY permitted on the upper level of the lodge and deck. NO liquor shall be permitted on the main floor or outside on the ground level.*
- *Do not drink and drive, check stops are frequent during our wedding season.*
- *South side of lodge is a PRIVATE residence; its OFF LIMITS to your guests.*
- *No Fires or Fireworks permitted on the property*
- *Canyon Ski Lodge is a Smoke Free Facility. Smoking is ONLY permitted outside.*
- *Vehicles may be left on the property overnight; the gates will be unlocked the next day from 10:00am to 2:00pm to access vehicles only. ABSOLUTELY no people are permitted to stay overnight.*
- *Canyon Ski Resort will not be responsible for any vehicles left overnight.*





## CEREMONY

When you book Canyon as your venue for your wedding, this also includes your ceremony. You are welcome to choose either the South room inside (max 100-120 ppl) or if you so wish the outdoor ceremony space located next to the lodge. This also includes the use of our wooden benches outside and their set up and take down by Canyon staff.

The chair lift can also be rented at the flat rate of \$1000 and your ceremony can be held at the top of the hill. However if you are interested in getting married at the top, you must use the chairlift, and you the lessee is solely responsible for set up, take down and everything to do with the ceremony site preparation. There is an access road to enable set up, take down or for those elderly or handicapped not comfortable riding the chair. If you are interested in using the chair lift for your wedding please specify this at the time of your booking as this may not always be possible due to maintenance and lift inspections, which take precedence. The chairlift can be confirmed in May, the year of your wedding, and requires a \$1000 payment. This is only refundable

due to inclement weather and Canyon must be notified 24 hrs in advance of cancellation, no exceptions. If the weather isn't cooperating on your wedding day, you do have the back-up option for an indoor ceremony location with less than 120 guests (seated) in the zz Room. A minimum of 2 hours notice must be given if you decide to change your location to inside to allow adequate time for Canyon staff to set up chairs. If your guest list is greater than 120 it will be required to be standing room only. Otherwise the lessee can rent a tent to protect their outdoor ceremony space. We encourage couples to create a wedding unique to themselves, therefore we don't offer any archways or decorations. We also kindly ask that no open flames be used, no nails, or staples into the walls or beams (this will result in damage fees). We recommend zip-ties, wire and sticky-tack to be used so there is no damage to the interior of the lodge. The staff at Canyon is not responsible for setup or take down of any of the decorations for your ceremony or reception.

## BAR & CATERING

Canyon Ski Resort must supply all the food required for your event. However, you are welcome to bring in your own wedding cake/cupcakes and/or candy buffet. Catering selections must be finalized minimum 1 month prior to your event, and final numbers submitted 1 week prior. All food is served buffet style and is charged per head and charged based on the numbers provided, or number served, whichever is greater. No left over food is permitted to leave the resort.

You have the option to purchase your own alcohol and set your own price i.e. open bar, loonie, toonie etc. When bringing your own alcohol, all supplies required for corkage must be supplied by Canyon Ski Resort at the rate of \$9 per person (including children). However, we do not provide milk. You must provide your own liquor permit if you are choosing to purchase your own liquor. Your permit must be displayed in the bar for security to see. We charge corkage from the number of guests as per your liquor permit, or as counted by security/supervision, whichever is greater. When you bring in your own liquor, you will need to supply your own tickets, sellers, and/or cash floats. Note: Canyon does NOT permit the selling or consumption of homemade alcohol, this includes wine. Alcohol may only be consumed during the times stated on the liquor license that you provide.

Canyon Ski Resort can also provide your bar service. In this case, there is no corkage fee as guests are responsible for paying for all their own drinks and no liquor license is required as Canyon has its own. Bartender fee will be waived if your bar sales exceed \$1000.00. In either option, Bartenders are also able to put wine out on tables for your dinner/speeches.

Canyon must supply Bartenders at \$25/hr (Plus 1/2 hr for set up and take down) Two Bartenders are needed for 75 or more people, and a 3rd Bartender is needed when there are 160 people or more.

Canyon Ski Resort & Recreation Area Ltd and reserves the right to monitor the event and



discontinue services to any or all guests in the case of any violations to Canyon Ski Resort & Recreation Area's regulations or provincial/federal law. Canyon bartending staff reserves the right to refuse alcohol to any patron.

## CORKAGE

The \$9 Corkage fee includes, plastic glasses, ice, pop, juice (orange juice, cranberry juice, and Clamato), limes, lemons. Feel free to let us know if you have any additional requests and we can bring them in.



# Canyon Ski Resort and Recreation Area Ltd. Lodge Booking and Rental Contract

PLEASE READ OVER INFORMATION AND FILL IN CAREFULLY!

Lessee Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email: \_\_\_\_\_ Credit Card Imprint: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Type of Event: \_\_\_\_\_

Non-Refundable Booking Deposit: \$2000.00 Date Received: \_\_\_\_\_ Format: \_\_\_\_\_

Approximate # of Guests: \_\_\_\_\_

Ceremony Yes ☐ or No: ☐ If yes, Desired Ceremony Location \_\_\_\_\_

Primary Contact for Communication \_\_\_\_\_

1. The Lessee agrees to rent the 2nd floor of the lodge for the cost of \$4000.00 in Canyon Ski Resort's Day lodge on the above booking date. A non refundable deposit of \$2000.00 is to be paid to secure booking at the time of signing the agreement. The total bill is invoiced and must be paid one week in advance with a certified cheque, debit or cash. Any payment received on credit card will be subject to a 4% charge. (NSF-Any and all NSF payments are subject to a \$100 service charge).

2. The lessee agrees that he/she shall be held responsible for compensation for any damage occurring to the lodge, its' contents, or surrounding area during your rental period. The lessee will pay Canyon Ski Resort & Recreation Area Ltd. the cost of repairing any such damage upon request. Any damage incurred will be taken firstly from the \$2000.00 damage deposit and remainder will be the responsibility of the lessee and must be paid upon billing for the damage. After 30 days interest will be charged at 24% per annum on any outstanding amounts.

3. The lessee agrees to absolve Canyon Ski Resort & Recreation Area Ltd., its owners, management, shareholders, and operators of Canyon Ski Resort & Recreation Ltd., along with it's employees, from any suits, actions, or damages arising from the use of it's property.

4. The lessee shall be responsible for the control and behavior of the patrons attending their function. Further to this, the lessee will ensure that the lodge premises are vacated no later than 1:30 am., and the resort is fully vacated and gates locked by 2am. Failure to comply will result in the loss of entire damage deposit.

5. The Lessee shall obtain special event liability insurance with a minimum General Liability coverage of \$5,000,000.00. This policy is to cover all services provided by the Lessee and the Venue for the date(s) of the Event. Canyon Ski Resort & Recreation Area Ltd. shall be named as an additional insured with respect to this agreement. Canyon Ski Resort MUST receive this one week prior to any function taking place on the property, otherwise this contract may be cancelled, with no refund to the Lessee.

6. The Renter shall be entitled to use of the Venue, for the sole purpose of hosting the Event listed above, between the hours of 9am to 2am.

7. Prices Subject to change on all food items, rentals and services. Minimum invoice charge of \$5000.

8. The lessee gives consent for Canyon Ski Resort to utilize any photos taken at the resort for any purpose.

9. The Lessee shall advise Canyon of the sole contact person designated by the lessee and Canyon will only communicate with that person.

10. The Lessee must notify Canyon in writing of a cancellation of the Event. Any notice of cancellation by the Lessee results in loss of their \$2000 non-refundable deposit. Any cancellation within 1 week of the event results in loss of full payment.

**I/we have read and understand this Rental Agreement and agree to comply with all requirements of the Agreement. I/we agree to be responsible for any and all damages to property, injury to persons or death resulting from my/our use of the Venue. Initials: \_\_\_\_\_.**

Signed (Lessee): \_\_\_\_\_

Date: \_\_\_\_\_

Signed (staff) : \_\_\_\_\_

Date: \_\_\_\_\_



