

Muskegon Winter Sports Complex Facility Rental

Weddings, Graduation Parties, Anniversary Parties, Corporate Events

Pricing effective January 1, 2016

Available April through November

Capacity: Maximum capacity in lodge is 80 people and approximately 80 people in the adjacent tent.

Description of Premises:

- Use of the lodge common area, restrooms, use of limited kitchen; refrigerator, freezer, sink (Does not include use of the rental equipment area, office, garage.)
- Use of the 30'x 60' party tent with sides
- Use of the immediate lawn area/ west and south of lodge
- A coordinator to meet with you prior to event, day of setup, and day of event

Fee Structure:

\$800.00 for all day use on day of event

*Additional days for setup, rehearsal, clean up are \$200.00 per day.

*Initial consultation is included, additional meetings with coordinator are \$75.00.

*\$300.00 deposit required to reserve date

Event Supplies:

- 18 picnic tables for tent and outdoor seating included
- Folding chairs and tables are available for additional rental fee of \$1.00 per chair and \$8.00 per banquet table.
- Large natural gas tent heater 80,000 btu - \$200 all day
- Small patio heaters - \$50.00 each (includes one bottle of propane_

State Park Recreation Passport Sticker

Our facility is located in a Michigan State Park which requires a Recreation Passport for all vehicles entering the park, **including attending a party or event**. Passports are available to visitors June, July, and August across the street from the Winter Sports Complex at the campground office.

**Many event hosts choose to purchase the Recreation Passport for those visitors who do not have one on their vehicle. We estimate, based on past events, that 60% to 70% of guests already have the passport. The Passport is \$11.00 for vehicles registered in Michigan which is valid until its license plate tabs expire. Out of state vehicles may purchase a \$9.00 day pass or an Annual pass for \$31.00. These Passports are good for admission into any Michigan State Park until they expire.*

Large Events Alcohol

Events serving alcohol and/or expecting more than 20 attendees require a special use permit from Muskegon State Park Headquarters. A cost may be associated with these permits, generally ranging from \$75 to \$100. You can acquire this permit by calling 231-744-3480. Sales of alcohol beverages are prohibited per state law. However, alcohol may be served to guests over the age of 21.

Rules:

1. Must abide by all rules with regards to the State Park, local ordinances and health department.
2. Complex premises & park close at 10pm
3. Any amplified music must be kept at a level that does not disturb nearby campers. Music must be of a family nature and be free of profanity or obscene language as not to offend other park users.

4. Guests provide own linens, decorations and dinnerware.
5. Decorations may not be nailed or stapled to walls of building or tents. Rope lines and zip strings preferred. Non marking removable tape is to be used.
6. No painting, spray painting in preparation of decorations or event set up to be done on site.
7. A cleaning fee may be charged to clean premises after event to restore to original condition prior to event.