



Fort Kent Outdoor Center Facility Rental Use Policy

Lodge/Facility Use and Rental

Use of the lodge and facilities are permitted by the general public under the following terms and conditions:

- Use of tobacco products is not permitted anywhere on the grounds.
- Alcohol is permitted if it is served by a properly licensed/ permitted vendor, State laws are observed and no alcohol or containers, refundable or otherwise, are left on the premises.
- Food will not be left on the premises.
- The lodge is not available for overnight use.
- No dogs/pets are allowed inside the buildings unless they are registered service animals.
- The lodge will not be used for *regularly* scheduled meetings by any organization
- Businesses are not permitted to operate out of the facility with two exceptions:
 - 1. Businesses associated with a previously approved Club event that have received prior approval from that event's organizing committee, will be permitted to operate on a temporary basis. (such as event vendors)
 - 2. Private recreational-based businesses will be allowed to operate on the trails and/or in the building for a fee (ie. ski instructors, exercise instructors, etc.), but must first gain approval in writing from the Club Board of Trustees (BOT) and must carry and show proof of their own insurance. The 10th Mountain Outdoor Club must be named as additional insured on the business or individual's insurance policy. Activities cannot interfere with other community, club events or practices. Any and all equipment belonging to the service provider must be removed from the premises as soon as the activity is completed. Abandoned items will become the property of the club and will result in forfeiture of security deposit.
- Reservations and arrangements for access and key return will be done through the Club's facility Rental Coordinator. All parties are required to fill out a rental agreement and waiver forms prior to the date/time of rental.
- Rental fees and security deposit will be paid in full at the time of the reservation.
- Access to the lodge basement facilities will remain open to the public during rentals. The public will be notified of the reserved use and the reserved area will be posted to facilitate planning.
- The lodge will be reserved on a first come, first served basis. Activities not listed below must be pre-approved by the BOT. Permitted activities include, but are not limited to the following: *Weddings, Private parties, School Outings, Church Retreats, Family Reunions, Company Retreat, Boy/Girl Scout Activities, Business Functions, Educational Activities*
- Colleges and School Districts wishing to hold sporting events at Fort Kent Outdoor Center must follow the same facility reservation process. After reservations have been made and fees collected, the school will coordinate directly with the trails and grooming contact person to plan for their needs
- A \$100.00 Cleaning/Damage SECURITY DEPOSIT IS REQUIRED FOR FUNCTIONS UNLESS OTHERWISE WAIVED BY THE CLUB.
- Security deposit will be returned in full to the renter following a positive venue inspection by the Rental Coordinator. If cleaning or repair fees are necessary the entire security

deposit will apply to the bill, any remaining funds will go into club or operational funds. The renter may choose to clean the premises. If the key is not returned \$50.00 will be assessed from the security deposit.

- Capacity of Fire Place: Room 65 persons
- Capacity of Lodge 150 persons
- Fee Schedule * This does not include security fee

MAIN LODGE	RENTAL FEE
KITCHEN USE ONLY	\$50.00
KITCHEN and Fire Place ROOM	\$250.00
MEDIA ROOM & KITCHEN USE	\$250.00
GROUND FLOOR	\$500.00
WAX BUILDING Price is per room, not dependant on room size or configuration	
MANATORY Key Deposit	\$50.00/key
WAX Room	\$50.00 per day or 3 days = \$125 7 days = \$250 Seasonal: Winter Season(Nov-March) : \$500.00 with heat Yearly: \$500.00 COLD STORAGE ONLY – no heat
SAUNA IS “PAY BY USE” AT ALL TIMES No group discount given	\$5.00 per person per use
TRAIL FEE	
	Individual \$15.00 per day per person
TRAINING CAMPS	Teams 13 members (includes coach) \$150/day
Camp Exclusive Room A lockable room inside the lodge for your team.	\$150.00 and \$50.00 key deposit