

# Contract for Event Venues

Hidden Mountain Resorts, Inc., 475 Apple Valley Road, Sevierville, TN 37862

**GUESTS MUST BE AT LEAST 25 YEARS OF AGE & HAVE A CURRENT VALID DRIVER'S LICENSE TO RESERVE EVENT VENUES**

Reservation Number \_\_\_\_\_ Event Date \_\_\_\_\_

Unit Number \_\_\_\_\_ Name of Group \_\_\_\_\_

Type of Event \_\_\_\_\_

## Seats: 120 + (Large Groups)

**The Lodge (unit 2006A)** – 3,420 sq. ft. with hardwood/tile floors, wood-beam cathedral ceiling, massive stone fireplace, wood shutters, commercial stainless kitchen with in-house gas grill, walk-in refrigerator, freezer, ice maker, 2 ovens, microwave, 3 sinks, dishwasher, griddle, 6 gas burners, Ladies & Men's Restroom, handicap accessible ramp, baby grand Piano, granite countertops, dishes, flatware, cookware, coffee maker, mixer, round 48" copper-top tables, Chairs, 2 screened porches with rockers. It is professionally decorated seasonally and the décor cannot be removed or disturbed by guests. This room is located on the main level of the paved parking area adjacent to the outdoor East community swimming pool. Gas fireplace is operational October 1 through end of April.

**Media equipment: Mobile Podium, Wireless Microphone, Flat Screen TV, Wireless Internet Access.**

## Seats: 80 + (Small Groups)

**The Bluff View (unit 2006B)** - 1,500 sq. ft., custom-designed concrete floor, wooden blinds, full kitchen includes refrigerator, microwave, dishwasher, sink and range, Paper Towels, mixer, dishes, flatware, cookware, granite countertops and restroom. The large wooden table can be used as a conference table to seat up to 10 to 12 guests. Outdoor park-style charcoal grill – guests furnish their own charcoal. Parking in front of the Lodge building and access to the Bluff View event venue is via a set of concrete steps.

**Media Equipment: Ultra HD Blu-ray player and a 75" flat-screen TV, Wireless Internet Access, Mobile Podium**

1. Our beautiful venues are professionally decorated. **DO NOT REMOVE OR ADD ANYTHING TO THE MANTLE SEASONAL DECORATIONS.** We ask that you and your guest treat them with care. All items in the venues have been inventoried and are checked prior to and following each guest's departure.
2. Do not move furniture, piano or décor and do not sit chairs on top of copper top tables or wooden tables. The room is arranged the way the resort wishes it to remain sat up and our staff does not rearrange the tables and chairs. Do not move them outside on the porches as they must stay inside.
3. A limited number of folding chairs and folding tables are available upon request. The Lodge is sat up at all times to seat 120 guests with tables and chairs. The Bluff View is sat up to seat 80 guests with tables and chairs.
4. Please keep doors & windows closed when occupied. If they are left standing open, it could result in the HVAC unit not working properly. Do not leave the appliance doors open for an extended period of time when not in use.
5. Decorations cannot be nailed or glued. Floral arrangements may be used to decorate dining tables. You may hang items from beams and add your own centerpieces to the tables and serving bar in the Lodge.
6. Unless you have special written permission from the Owner, food and supply items may not be left the night before usage unless room is reserved for that date.
7. Hours of Usage: 8 a.m. to midnight day of rental - please return keycard to Front Desk upon departure
8. Non-Smoking Inside (may smoke on outside porches only) All sleeping accommodations at HMR are non-smoking.
9. Catering recommendations available upon request. Hidden Mountain does not provide catering. You are free to provide your own caterers.
10. Applicant is responsible for ensuring the kitchen is cleaned after use. Remove all debris from tables after usage and place in large garbage cans that are provided. Please advise your caterers to not remove our pots & pans, dishes, decorations, etc.
11. We reserve the right to control the sound level. Complaints from guests in regard to noise as a result of your event may result in termination and evacuation of Applicant's event with no refund.
12. Kitchen equipment, utensils, cookware, decor and dishes belong to each individual unit and cannot be moved from unit to unit.
13. Electrical appliances brought by Applicant's group must be approved by Hidden Mountain.
14. Rental of the Lodge and Bluff View enables The Applicant's group to use the outdoor community swimming pool at the resort. The pool cannot be reserved exclusively by Applicant. It must remain open for all our guests. Guest are not allowed to wear swimwear in inside the event venues.
15. No Pets Allowed.
16. Guests are responsible for furnishing their own table linens. Please contact a rental supply company if you need to rent items for your event.
17. All events must cease and all persons vacated by 12 midnight on date of usage.
18. The person signing below individually guarantees and represents to Hidden Mountain Resorts that he/she is duly authorized to act on behalf of the group which he/she claims to represent. Applicant must be 25 years of age or older and have a current valid driver's license to check-in.
19. Hidden Mountain Resorts is a family-oriented resort and prefers that the venues not have alcoholic beverages served. However, if you or your caterer provides alcoholic beverages for your event, it is your responsibility to remove all alcoholic beverage containers from the premises upon your departure. No alcoholic beverages allowed on the outside of meeting room venues or in or near the pool area.
20. Hidden Mountain Resorts is not responsible for any injuries and/or damage to personal property incurred during your function and will not be held liable for such. Do not leave items unattended inside the venues and remember to lock all windows and doors before departure.
21. Please review this policy and sign below. By signing below you agree to each of these points.
22. Prior to your arrival, please sign and return one copy of this Contract to Kay Green at Hidden Mountain Resorts.
23. Please contact Hidden Mountain Resorts with the number of guests expected
24. Photos may be viewed on our website at <http://www.hiddenmountain.com> under the Weddings & Event's icon.
25. If items of furniture or seasonal decorations are removed, disturbed or broken from the venues could result in additional charges and loss.
26. If you have any questions after you check in, please contact front desk staff at 865-453-9850 for assistance.

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*Applicant's Signature*

\_\_\_\_\_  
*Date Signed*

Resort Office: 865-453-9850

Kay Green, Director Group Sales: (865) 365-0523  
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