

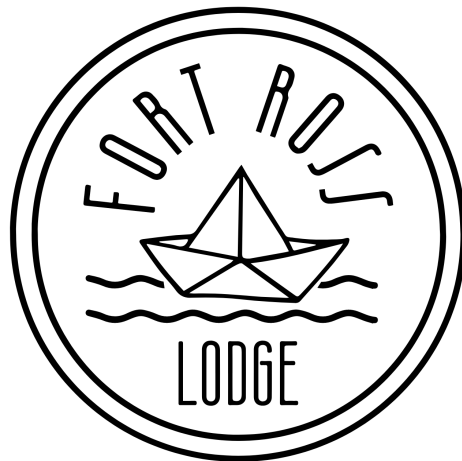
Room Blocks at Fort Ross Lodge

Your place for weddings, private parties, and gatherings.

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Wedding/Room Block Reservation Agreement

Name of Event/Group: _____

Date of Arrival: _____ # of Nights: _____ # of Rooms: _____

Event Contact Person: _____ Referred By: _____

Contact Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Phone Number: _____

The following individual is authorized to make modifications to this Agreement prior to the Block Release Date:

Name: _____ Phone: _____

Additional notes/remarks regarding the event:

Fort Ross Office Use:

Payment Details:

Deposit Paid Date: _____ Amount: _____ FRL Initials: _____

Overview

If you are looking for a Room Block for your upcoming wedding or party, look no further! Fort Ross Lodge is an incredible place to celebrate your wedding surrounded by views of the Pacific Ocean, coastal meadows and the dramatic cliff line. Blocking rooms are a great way to ensure your guests have a place to stay during the duration of your event, especially in our remote part of the coast where accommodations are limited. Alternatively, rooms may be reserved directly by your guests but there is no way to guarantee their reservation during the dates of your event without blocking the rooms in advance.

The Lodge

The Lodge has 16 rooms available, comfortably sleeping up to 36 guests. Rollaway cots are available for an additional fee (6 total rollaway cots available).

Property amenities include a gathering area with a shared BBQ, hot tub, gym, sauna, and fire pit. Each room includes a private patio, BBQ for grilling, grilling utensils, basic flatware and dishes, a microwave, mini-fridge, Direct TV, Keurig coffee maker, WiFi, custom robes, a complimentary wood bundle for rooms with a fireplace, and complimentary charcoal briquette for each room. Many rooms have their own private hot tub. Please see below for a description of each room. Room rates will be provided to the Host at time of inquiry. All quoted rates exclude tax and may vary during peak periods, weekends, and holidays.

Room Description Chart

Room #	Description (PF= Dog Friendly)
1	King Bed, ocean view, gas fireplace, extra large room with wet bar. PF
2	Queen Bed, ocean view and gas fireplace. PF
3	Queen Bed, ocean view with gas fireplace. PF
4	Two double beds, ocean view and gas fireplace extra large room with wet bar area. PF
5	King Bed, ocean view room with wood-burning fireplace, grill and Hot Tub
6	Queen Bed, full ocean view and gas fireplace. PF
7	Queen Bed, full ocean view and wood-burning fireplace. PF

8	King Bed, Ocean View room with wood-burning fireplace, and Hot Tub
9	Two double beds, extra large room, gas fireplace, with Hot Tub
10	Queen Bed, partial ocean view. PF
11	Queen Bed, partial ocean view. PF
12	Queen Bed, extra large room with wet bar area, partial ocean view. PF
14	King Bed, ocean view room with wood-burning fireplace, and Hot Tub
15	Queen Bed, ocean view room with wood-burning fireplace, and Hot Tub
16	Queen Bed, ocean view room with wood-burning fireplace, and Hot Tub
17	King Bed, ocean view room with wood-burning fireplace, and Hot Tub

**Rollaway cots can be set up in certain rooms for an additional fee of \$25 per cot.*

Room Block Details

We have varying requirements based on the time of year.

BUSY SEASON (May 1- September 30)

- 2 night Minimum
- 3 night minimum booking during a holiday weekend
- Please note, FRL has a maximum number of room blocks we can accommodate during the busy season.

OFF SEASON (October 1- April 30)

- 2 night minimum
- 3 night Minimum booking during a holiday weekend.
- 10% discount offered for room blocks booked during the week (Monday-Thursday)

Room Block Requirements

In order to complete the Group Room Block Reservation, the undersigned must agree to the following terms and conditions:

- Fort Ross Lodge will hold an agreed upon number of blocked rooms for the Host's (Host = Booking Party) use but does not guarantee any particular rooms nor does it

guarantee that the rooms will be in proximity to each other (unless the entire property is booked).

- The Host's guests are responsible for reserving and paying for their own reservations, and paying for their own additional charges including pet fees, damaged/lost items, etc.
- Room rates are set for two guests per room. Additional fees apply to more than two guests per room. Cots can be added for \$50/cot.
- Host is responsible and liable for any damages incurred by guests.
- Check in time is at 3 p.m. and check out time is at 11 a.m. Early check-ins and late check-outs are never guaranteed and are subject to availability and additional fees.
- Quiet hours are enforced between 10 p.m. and 8 a.m. in consideration of our guests and neighbors.
- If option 1 is selected (below), a \$2,000 booking fee is required at the time of booking.
- The Host may elect to subsidize the cost of rooms for one or more guests. Arrangements can be made with FRL management.

Additional Fees

Standard rates and terms apply for all blocked rooms. Room rates are subject to applicable state and local taxes (currently 14/2%). Additional fees may be incurred as below. *Please note this is not an inclusive list; Fort Ross Lodge retains the right to apply fees at our discretion for damage to the property, missing and/or damaged items, see Damage Clause).*

- Dog Fee: \$30 (ONLY in Dog friendly rooms. Fee for pets in non-pet friendly rooms is \$150)
- Rollaway Cot: \$50
- Smoking Fee: \$400
- Damaged or missing items (fees vary)
- Extra cleaning fee: \$150
- Extra wood for wood burning fireplace: \$9
- Extra charcoal for BBQ: \$4

Set Up/Clean Up:

Fort Ross Lodge sits on sensitive coastal habitat, therefore no decorations or party materials should permanently alter the landscape of the property. All items used must be able to be removed from the grounds including decoration materials, streamers, chairs, tables, portable kitchens, etc. Absolutely no rice, confetti, bird seed, or glitter should be used on the property including within the rooms. Should guests elect to hold group gatherings, parties, or weddings on Fort Ross Lodge property, the Host is responsible for

complete clean up of the grounds. Additional charges may apply if Fort Ross Lodge is responsible for additional cleaning.

Cancellations/ Unbooked Rooms

- If there are any rooms unbooked by the Host within 30 days listed on this contract, Fort Ross Lodge will attempt to sell the rooms back to the public in an attempt to reduce the Host's liability.
 - **Block Release Date (30 days prior to reservation):** _____
- If any rooms are unbooked after the above release date, the Host is responsible for 100% of the total room rate(s).
- Guests Cancellations: in the event of a guest cancellation, the Host will have the first opportunity to book the room. If the Host is unable to book the room, FRL will release the room to the public and do all in our power to book the room. If any canceled rooms are unbooked by the Host or FRL, the Host is responsible for 100% of the total room rate(s).

Payments/Payment Arrangements

Option 1

A \$2,000 booking fee is required at the time of blocking of the rooms, to secure the rooms requested. Individual guests will book rooms and updates can be provided to the Host so to encourage any future liability from falling back onto the host. We will handle all bookings and guest accommodations. Any rooms Host is paying for will be charged 3 days before the event.

Option 2

A full payment to block rooms for set dates will be required. Rooms will be blocked, you will provide us with guest information. You will have 30 days before blocked stay to cancel any rooms for a full refund. Any rooms not canceled will not be refunded unless we can fill them with out your party's reservation.

Damage Clause:

Group agrees to assume all liability and indemnify FRL for expense of any damage to FRL caused by its members. FRL may charge Group's Host credit card or directly bill Group for all such charges. Group shall indemnify, defend and hold harmless Hotel and its officers, directors, partners, affiliates, members and employees from and against all demands, claims, damages to persons and/or property, losses and liabilities, including reasonable attorney fees (collectively "Claims") arising out of or cause by Group's negligence or

intentional misconduct. In addition, if extensive damage is done to the property, FRL reserves the right to bill the Group for lost revenue during time of repair.

Promotional Considerations:

Fort Ross Lodge has the right to review and approve any advertisements or promotional materials in connection with Organization’s function that specifically reference any name or logo of Fort Ross Lodge.

Collection/Attorney’s Fees:

If FRL retains the services of a collection agency or attorney to assist in the collection of any amounts due under this agreement, the Host will pay all expenses incurred by the FRL in such collection efforts, including attorney fees, collection charges, and expenses.

By Signing this application you have agreed to all items listed above and will comply with all written rules and guidelines of Fort Ross Lodge. This booking agreement will remain tentative until it is signed and returned to Fort Ross Lodge. You should receive a confirmation email within 2 weeks.

Signature _____ Date: _____

FRL Staff Signature: _____ Date: _____