

Event Request Form



Name

Date

Email

Contact #

• Requested Event Date

• Room Requested

- ☐ GATHERING ROOM >40 GUESTS
- ☐ EVENT CENTER >250 GUESTS
- ☐ SPRING >150 GUESTS
- ☐ BIG EAGLE >75 GUESTS
- ☐ GREAT MARTIN >60 GUESTS

• Event Type

- ☐ BANQUET ☐ WEDDING ☐ MEETING ☐ CONFERENCE
- ☐ BIRTHDAY PARTY ☐ PRIVATE GATHERING ☐ OTHER

• Time of Event

START:

END:

- Billing ☐ INVOICE ☐ DIRECT BILL
- ☐ COMP

- Requests ☐ MENU ☐ LODGE ROOMS
- ☐ A/V