



GROUP LEADER INFORMATION

Thank you for choosing Red Lodge Mountain Resort for your group ski trip! Enclosed are several forms that will help you gather and organize information for your group. This includes enough Individual Information Forms for everyone in your group and a Compiled Group Information Form.

The Individual Information Form is to be given to each individual in your group. The information on this form is very important and will truly help you with your group organization. You will need to collect the completed sheets and then tally the information; please use the Compiled Group Information Form for your final counts.

When filling out the Group Information Form, remember not to duplicate counts. The lesson packages (First Timer or Skillbuilder) include the lift ticket, equipment rental and lesson, so you do not need to include their count in the lift ticket or rental section. All persons taking lessons do count towards the 20 needed for your group discounts.

Once you have the numbers of those coming and their needs, you will be provided with rental/ski school forms to be filled out. The rental forms need to be filled out completely by the individual who is either renting and/or taking lessons. Remember to have them mark their skier type and initial and sign the back of the form for liability. Please complete this form before entering the Rental Shop. Having all this completed before you arrive will speed up the rental process tremendously. These forms may be mailed to you to expedite the process if enough advanced notice has been provided by the group leader.

Quick Group Facts:

- A group consists of 20 or more guests
- One point of contact (group leader) is required
- Group reservation required 72 hours prior to group arrival
- \$100 deposit is required at time of booking
- Final group numbers needed 48 hours prior to arrival
- Discounts available on lift tickets, rentals, meals and area lodging
- One free ticket for every 20 paid tickets
- Payment must be made as a group, no individual payments

Deadlines

Group reservations must be made at least 72 hours prior to arrival. At time of booking, a \$100 deposit is required to hold group reservation. All documentation and final numbers must be received by Red Lodge Mountain Group Sales no later than 48 hours prior to arrival. The group forms will be mailed or emailed to you at the time of reservation confirmation.

Group Arrival Information

Please schedule your arrival time upon final confirmation of your group numbers. It is important to arrive on time, as it will help to speed up the rental shop process.

When your group arrives at Red Lodge Mountain, the group leader must come to the group desk to pick up the group packet. The desk is located in the Administration Building (above the Retail Shop). Please have your group wait outside or in the Main Lodge, as they cannot enter the Rental Shop until the group leader has picked up the group packet. Inside the group packet you will find the lift tickets, rental/lesson forms and the appropriate documentation needed to pick up your discounted equipment rentals and get signed in for lessons.

If final payment has been made prior to arrival, your group packet containing lift tickets and rental/lesson forms may be delivered to your local accommodations. This will further simplify your arrival day and allow your group to head directly to the lift. Please inquire about this service at time of final payment. If you have any questions, please do not hesitate to contact Group Sales at 800-444-8977 or 406-446-3900 or email groups@redlodgemountain.com.

We look forward to having you and your group with us this year and many years to come!

See you on the slopes!