

**THE ALPHA LODGE RETREAT AND CONFERENCE CENTER
AT SPIRIT WIND**

RATE AND RESEVERATION SHEET

Guestroom Rates:

\$55/night double occupancy

\$45/night single occupancy

- 13 guestrooms with one queen size bed, 1 guestroom with 2 twin beds, 2 roll-away beds are also available.
- All guestrooms have a private bath and outdoor entrance.
- Linens are provided, one set per guest.

Rates for Meals:

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| • Full Breakfast | \$7.50 per person |
| • Lunch (including drinks and dessert) | \$7.50 per person |
| • Dinner (includes a salad, entrée, vegetable, starch, bread, drinks and dessert) | \$13.95 per person |

See *Dining Menu Selections* sheet for meal choices.

Please note: Meal service is not available for groups smaller than **six**. Meals are served at 8:00 a.m., 12:30 p.m., and 6:00 p.m. **Due to State Health Department regulations, guests may not prepare their own meals or use the Lodge kitchen.** Spirit Wind will prepare meal or guests may go off-site for meals; a snack machine is also available.

Gathering Room (maximum capacity 40 persons):

- Gathering Room with guestroom rentals: \$150 per event. A first day \$15 per room rental credit will be credited toward this amount. (For example: Your group books eight rooms for a weekend event. A credit of \$120, 8 x \$15, would be applied to the Gathering Room Fee, leaving a balance of only \$30, plus the room rental fees and meals.)
- Gathering Room Day-Only Use: \$150 per day. Meals are available upon request. For groups over 30 persons, there will be a fee of \$5 per additional person added to the bill. (For example: Your group of 25 people uses Alpha Lodge for a day, including the Gathering Room. The total charge to your group would be \$150, plus any meals.)
- The Lodge can be rented for day-only meetings Monday through Thursday year round. Friday, Saturday and Sunday rental for Day-Only use may be requested no sooner than three weeks prior to a desired date.

Other Information:

- Check-in is at 4:00 p.m. Guest rooms must be vacated by 12:00 p.m. and the Gathering Room by 3:00 p.m.
- A “day” is defined as 4:00 p.m. of one day to 3:00 p.m. of the following day.
- A deposit of **\$200** is required to reserve the Lodge (except for day use only, \$150).The balance is due 10 days after receipt of a statement.
- A **\$50** surcharge will be added to all Alpha Lodge rental contracts. This must be paid at time of deposit. This charge will be refunded in full when all stipulations of the contract have been fulfilled.
- Appropriate Virginia State Sales Tax will be added to the total bill.