



*Crystal Mountain*  
WINTER WEDDINGS



## FROM SEATTLE

Follow I-5 and WA-18 to WA-164 in Auburn, onto WA-410 in Enumclaw, Continue through Greenwater on to Crystal Mountain Blvd.

## FROM PORTLAND

Follow I-5 to WA-512 in Tacoma, onto WA-167 toward WA-410 in Enumclaw, Continue through Greenwater on to Crystal Mountain Blvd.



# Venues

## The Summit House



Washington's highest elevation restaurant, accessible exclusively via the Mt. Rainier Gondola. Venue features both indoor and open-air spaces, framed by panoramic windows offering breathtaking views of Mt. Rainier and the Cascade Range. Immerse yourself in an unparalleled experience where every moment is infused with the rustic beauty, warm alpine charm and serene majesty of the mountains.

- Max occupancy: 34
- Includes: Gondola access, chairs, wood tables, dishware, barware, staff, private event restaurant use beginning at 11AM, ending at 3PM\*
- Not ADA accessible
- In-house catering is required.

\*Please inquire about availability and rates for alternate hours. Some restrictions apply.



## Evergreen Room

The Evergreen Room offers a refined, nature-inspired setting ideal for intimate gatherings. This venue features its own separate entrance, a cozy fireplace and generous natural light streaming through expansive windows. Step out onto the private deck for sweeping views of the surrounding foothills - perfect for soaking in the scenery or hosting outdoor moments. This space creates a seamless connection to the beauty of the Pacific Northwest.

- Max occupancy: 34
- Includes: Chairs, tables, dishware, barware, signage, staff, private event use beginning at 4PM ending at 9PM.
- 30-minute Ceremony at the Summit
- P/A system not included.
- ADA accessible Reception Venue
- In-house catering is required.





# Summit PACKAGE

Mt. Rainier Gondola Access  
30-minute Ceremony  
4-hour Reception in Summit House

Saturday: \$22,000 (plus tax)  
Sunday: \$12,500 (plus tax)  
Monday - Friday: \$5,500 (plus tax)



# Evergreen PACKAGE

Mt. Rainier Gondola Access  
30-minute Ceremony  
5-hour Reception in Evergreen Room

Saturday: \$11,500 (plus tax)  
Sunday: \$9,500 (plus tax)  
Monday - Friday: \$8,000 (plus tax)

**Catering Requirement:** Crystal Mountain Catering offers a wide variety of food and beverage options, as well as the opportunity for custom menu creations. In-house catering required. A food and beverage minimum will be required in addition to the venue rental charge. Catering minimums vary from \$2,500 to \$3,500, depending on date and venue selection. Final menu selections are due four (4) weeks in advance to your event, with payment in full on the guaranteed guest/meal count. Questions? Inquire with the sales team.



# General Information



## CRITICAL DATES & TIME

Menu selections, details, and estimated attendance counts are due 21 days in advance. Final attendance must be guaranteed with payment not later than 14 days prior to the event. All meals are served at the specified serving time and will be left out for no more than two hours per Pierce County Health Department requirements. All functions must be concluded by 12am with last call 30 minutes prior to event end time and may last no longer than eight hours.

## DEPOSITS & PAYMENT SCHEDULE

A non-refundable 50% payment on your venue package is required to reserve rental space upon booking. The remaining balance is due 60 days prior to your event, along with non-refundable 50% payment on your catering minimum. If payment is not received, your event may be subject to cancellation. The remaining guaranteed catering charges are due, along with your guaranteed guest count, two weeks in advance to your event. The final balance of any remaining charges from your event will be due at the conclusion of the event. Late payments will be assessed a \$25.00 fee per day.

## OUTSIDE FOOD & BEVERAGE

Crystal Mountain Resort must provide all food and beverage served on-premise, with the exception of wedding cakes. All food and beverage is property of Crystal Mountain Resort and may not be removed from any function by a guest or host. There is a significant health risk involved with taking food to go, and Crystal Mountain Resort does not accept any liability for this activity. Washington State laws prohibit guests from bringing alcoholic beverages into a duly licensed establishment during any part of your event. Policy violators will be removed from the venue and bar services may be turned off for the remainder of the event.

## PRICING, SERVICES, AND GUARANTEES

All pricing is subject to change. Prices are guaranteed only after the Banquet Event Orders (BEOs) have been signed and returned. Billing will be based on the guaranteed count or the actual number of guests, whichever is greater. If your event exceeds the guaranteed number of guests agreed upon in the signed BEO. Banquet charges are applied to a master bill unless prior arrangements have been made. We accept most major credit cards. All food and beverage pricing are subject to a 22% service charge and Washington State sales tax.

## CANCELLATIONS

Due to our location, it takes a lot of advance planning and ordering to make your scheduled events a success. If a function is cancelled within 60 days of your event, all payments made for venues and catering will be forfeited. Any deposits made are nonrefundable.



# Questions & Answers

## WEDDING PLANNERS & COORDINATORS

A professional wedding coordinator is required to assist you with your special day. The Crystal Mountain sales team will compile food and beverage, set-up, & timeline details.

### WHAT IS THE RESPONSIBILITY OF THE CRYSTAL MOUNTAIN SALES TEAM?

- Act as the liaison between your wedding coordinator and Resort staff.
- Act as menu consultant for all food and beverage selections.
- Detail your Banquet Event Order outlining all of your event specifics to ensure that all information is communicated successfully to the Resort's team.
- Create an estimate of charges outlining your financial commitments and deposit schedule.
- Create a floor plan of your function space in order for you to plan and provide the Resort with your seating arrangements.
- Oversee the ceremony and reception room(s) set-up, food preparation, and other Resort operations.
- Ensure a seamless transition to the Banquet Captain on the day of your event.
- Review your banquet checks for accuracy, prior to the completion of your final bill.

### WHAT ARE THE RESPONSIBILITIES OF A PROFESSIONAL WEDDING PLANNER?

- Assist with etiquette and protocol for invitations, family matters, ceremony and toasts.
- Create a timeline for your entire wedding day, including the ceremony and reception to supply to the Crystal Mountain Team.
- Organize and coordinate your ceremony rehearsal and wedding day schedule.
- Confirm arrival times and details with all vendors prior to the wedding day.
- Be the liaison with your family, bridal party and all vendors.
- Assist the bride and bridal party with dressing.
- Ensure the bridal party and families have their corsages, bouquets, boutonnieres, etc.
- Deliver and arrange ceremony programs, escort cards, place cards, favors and any personal items.
- Coordinate your ceremony (i.e. line up bride party, assist bride with dress, etc.)
- Coordinate your reception (i.e. grand entrance, first dance, toasts, cake cutting, etc.)
- Coordinate with vendors and the Resort to ensure timeliness of your events.
- Collect any personal items you may have brought at the conclusion of the reception.
- Count and collect all wedding gifts and deliver them to the appropriate location at the conclusion of your event.



# Questions & Answers

## **CAN WE BRING OUR OWN CAKE?**

You are required to use an outside licensed vendor for cakes. You must arrange for day of delivery with the selected vendor.

## **CAN WE BRING OUR OWN BEER AND WINE?**

We do not allow any outside food or beverage (except the wedding cake). We have great options available, but if you require that "special" beverage just ask, we can make it happen.

## **CAN I USE OUTSIDE VENDORS?**

Although it is not required to book a preferred vendor, we highly recommend working with these individuals as they have provided impeccable service and products to our guests in the past and know how to operate on this unique mountain venue.

## **HOW EARLY CAN WE SET UP?**

We will confirm your set-up time one month prior to the wedding date.

## **WHAT IF IT RAINS?**

We do provide one indoor weather back up space for any wedding events outside in case of weather changes. Decision must be made 24 hours prior to the event start time. There is no additional fee for moving your event before this deadline.

## **REHEARSAL**

Rehearsal times are confirmed 30 days prior to your wedding at a mutually agreed upon time that does not interfere with other booked events. We cannot guarantee rehearsal space to be in the same areas as the ceremony but will do our best to accommodate this request. Ceremony rehearsals are normally one hour in length and must be facilitated by your officiant or wedding coordinator.

## **INSURANCE**

We require that you carry a million-dollar insurance policy naming us additionally insured for your big day.

## **HOW DO I RESERVE GUESTROOMS?**

Crystal Mountain does not operate any of the on-mountain lodging but has great relationships with our lodging partners who provide top notch service for our wedding clients. We recommend the following to accommodate your bridal party and guests:

- Muckleshoot Casino Resort
- Silver Skis Chalet
- Crystal Mountain Hotels
- LOGE Alta Crystal
- Crystal Chalets

