

BIG SNOW RESORT GROUP LEADER PLANNING GUIDE

General Information:

- The group leader is responsible for organizing the trip, paying for all purchases and distributing all lift tickets, rental forms and/or lunch coupons to group members. Lift ticket release of liability forms and rental liability forms are required for each guest. **Guests under the age of 18 must have these forms signed by a parent or legal guardian.** Download the forms from our web site and have completed by members before tickets are distributed. The forms that must be completed are: ***Lift Ticket Release Form, Ski Rental/Snowboard Release Form***
- A group is considered 20 or more people purchasing lift tickets.
- Groups over 24 members get additional savings and one complimentary package for every 24 paid packages.
- Initial Deposits are due **within 14 days** of booking to hold your reservation and is **non-refundable**. Advance deposits and agreements will be finalized **60 days** prior to arrival. Final group payment is to be made in full when you receive your lift ticket, info package.

The following information is needed prior to arrival:

How many lift tickets? Child(9 and under) Junior(10-17) Adult(18+) Senior(65+)

How many rentals? Ski/Snowboard/Helmet

How many lessons? Times and number of participants

How many rooms do you need for the group?

Finalize any extra group activities that need to be planned.

- Register a cell phone number for the group leader(s) with Big Snow Resort Group Sales. This number needs to be for a leader that will be onsite with the group during the trip.

Upon Arrival:

- All lift tickets are pre-printed and available for pick-up at Big Snow Resort guest services desk in the Summit Center, Indianhead Mountain. (If you would prefer to pick up group packages at Blackjack Ski Resort please confirm this with Group Sales prior to arrival.) All liability release forms must be filled out and are due at this time. Any additional payments (one form of payment) must be made in full to receive lift tickets and welcome package.
- Plan to arrive 30 minutes before skiing to pick up your tickets and welcome package, if rentals are included with your order plan to arrive 60 minutes prior. During our peak weekends & holiday weekends this could expand to 90 minutes. Lift tickets can also be picked up the day prior to your ski date if payments are made in full with prior arrangements.

Tips:

- Distribute a list of proper equipment and appropriate clothing for winter weather. This can vary as the day progresses or dependent on the time of the season.
- Review skier responsibility code with your group prior to arrival.
 - Always stay in control, and be able to stop or avoid other people or objects.
 - People ahead of you have the right of way. It is your responsibility to avoid them.
 - You must not stop where you obstruct a trail or are visible from above.
 - Whenever starting downhill or merging into a trail, look up and let people moving go first.
 - Observe all posted signs, fences, and warnings. Keep off closed trails and out of closed areas.
 - Prior to using any lift, you must have the knowledge and the ability to load, ride, and unload safely.
- Review our area trail map.
- Set a meeting time and place for the group to meet prior to departure from the ski area.
- Have a means of contacting your bus driver should an emergency arise.
- Outside food is allowed in some common areas of resort but prohibited in restaurant/bar areas. Outside alcohol is prohibited in Blackjack Ski Resort, Summit Center and common area of the Main Lodge at Indianhead Mountain. Sun decks and private rooms are available for groups and catering can be provided, please talk to group sales about these spaces to reserve in advance.
- Helmets are very important when it comes to safety, and while not required are strongly encouraged.
- Check Big Snow Resort Facebook and website about themed weekend events, races and contests
- Plan extra group activities with the sales group prior to arrival:
 - Private late night snowshoe
 - Private bonfire/smoes party
 - Snowmobile rentals
 - Meet & Greet cocktail hour
 - Ice skating party
 - Private Art Class
 - Private catered event or sundeck picnic
 - Cross country Ski at ABR trails
 - Snow tubing
 - Private meeting room
 - Scavenger Hunts/ group contest

Our group sales team can also assist you with information about area activities that will compliment your trip.

For more information regarding groups, group planning or group rates, please call 1-800-346-3426 or email us at groups@bigsnow.com