



Information Guide

Please take a moment to read this. It has important details regarding your stay here.

- Check- in is at 10am and no earlier. Please honor this, as we have much to do between events and will not be ready for you until that time.
- Please designate a responsible party to be on site at that time!
- A manager will be available during your stay. Simply pick up the phone and press the manager speed dial. After you check in we will leave you to your celebration. We will assume that you will call us if any further questions come up.
- You have a private line during your stay. You may give out the direct number **406-763-4280** to anyone you need to be in communication with. If that phone rings - It's for you!

Important Basics

- **LOADING & UNLOADING** - Do not obstruct the driveways, sidewalks, entryways, stairs or halls that shall be used for the purpose of ingress or egress only. There is no parking in front of the patio. Please pull around back to unload items. There must be access to owners home at top of property at all times.
- **Garbage** – Please breakdown any boxes and remove all trash bags to the 2 96-gallon trash receptacles designated for your event. Do not leave trash bags outside of receptacles overnight. Woodlands cleanup crews will handle trash as part of the clean up. You must remove any additional trash that does not fit in the provided receptacles, or you will be charged an additional trash-hauling fee for us to remove it for you. *There is also 2 – 33 Gallon trashcans available onsite for your use.
- **Curfew** - Please maintain order and be respectful of noise that may disturb the neighbors. **No loud music, bands or improper noise outside (in meadow or on patio) after 8pm; Close the garage door by no later than 10pm to reduce noise pollution for our nearby neighbors.** Music is welcome inside until midnight. The party must be wrapped up by midnight (music must stop and bar be closed)
- **Pets**– We allow the lessee ONLY to bring a dogs(s) with prior approval with the management. Please designate someone to pick up after your pet during their stay here and do not allow your pet on any furniture or carpeted area (Loft and cabin are off limits for dogs). Future brides with allergies are grateful to not have an allergic reaction on their wedding day!
- There are happy free range chickens on the property that are our children's pets. Your dog must not disturb the hens and if there is ANY potential for that to happen, please keep them on a leash. Little girls broken hearts do not mend easily.
- **Responsibility** - You are responsible for the actions or damages caused by guests and vendors during you stay at The Woodlands.

Departure

- Please **TURN OFF** all the lights, the fireplace and **SHUT ALL THE DOORS** on your way out.
- We are in bear country. **ALL GARBAGE** must be properly stored inside before you depart. You will be responsible for any fines from improper food and garbage storage.
- Be sure to remove any signage you posted along intersections as you exit.
- All personal items must be removed by 8am. **Please consolidate items left overnight in the catering area and be back no later than 7am to pick up final items. We can not be responsible for lost or left items after 8am. If you are breaking down tables and chairs they must be put away in the storage container before you leave for the night. Don't forget to check the fridge.**
- Confirm all vehicles left in the parking lot will be gone by 8am.
- Dump ice in the forest and not on the gravel which can create mud for the next event.
- If you borrowed items from The Woodlands please leave them in the catering to ensure you don't see any additional charges.
- If you leave centerpieces, cake etc, our cleaning staff will be happy to throw away what you don't want.
- Confirm all rental or catering items are off the premises by 8am.