



## GROUP LEADER WINTER PACKET

Thank you for your interest in Silver Mountain and for choosing to bring your group to our beautiful resort!

To qualify for group pricing, groups must have a single *Group Leader* who manages all correspondence with Silver Mountain. The *Group Leader* must also make sure that all participants have filled out and signed the required paperwork before the day of the event. We also require that the group leader pays in a single transaction for the entire party. This can either be on the day of arrival or through a city ledger account where the group leader will be billed shortly after the event. We accept payment in the form of both credit card and check.

Discounted rates are not available for groups that have not completed their reservation 5 days in advance.

Please use the checklist below to ensure an easy and relatively pain-free reservation process here at Silver Mountain Resort.

- **Fill out the online Pre-Booking Form**  
We will contact you shortly once we have received your form to let you know that you are on our calendar
- **Download, print out and distribute the required forms**  
For anyone interested in taking a Ski/Snowboard lesson, renting equipment, and/or using the FlowRider at our Silver Rapids indoor water park, they will need to fill out our *Group waiver form*. If the participant is under the age of 18, this will need to be signed by a parent or guardian.

Please fill out the *Group Inventory sheet* with the names of everyone in your party along with age, what activities they will be participating in, what level and time slot they would like if taking a snow sports lesson, and anything else that is relevant to your group.

- **Contact us 5 days in advance to settle your group trip**

Please either call or email us at least 5 days in advance so that we can get updated information and an accurate account of just how many will be in your party. At this time, we will answer any questions you might have as well as to finalize what time slots you would like for either snow tubing or snow sports lessons if participating in these events.

Do you qualify for tax exemption? Make sure that we receive your ST-101 form at this time as well so that your group form will be up-to-date.

- **You're all set!**

On the day of your arrival, we will have everything ready and waiting for you. If you are doing any activities on the top of the mountain (e.g., snow tubing, skiing, snowboarding), your tickets will be available for pickup with Ruth Dustin. Her office is located in the Morning Star Lodge lobby, in the first door to the left of the front desk.

If your group is only going to our Silver Rapids indoor water park, we will have your wristbands waiting for you in the Silver Rapids lobby.

All tickets and wristbands will be given to the Group Leader at that time. It is your responsibility to pass them out to your group members.

- **One final reminder**

Our gondola, which travels over 3.1 miles of scenic Kellogg wilderness, takes approximately 30 minutes one-way. Please make sure to include this in your travel plans so that you do not miss out on any of your reserved time slots (e.g., snow tubing or snow sports lessons)

If anyone in your group is taking a snow sports lesson and getting rentals, please budget at least an hour to pick up all their equipment and ensure proper fitting.

We can't wait to see you!!

For more information, please contact Group Sales by email at [groupsales@silvermt.com](mailto:groupsales@silvermt.com), or call (208) 783-1111 ext 8214.