

# Cliffside Lodge

## Wedding and Event Planner



**Cliffside Lodge** is located in **Poland Spring, Maine**  
*40 minutes north of Portland and two hours north of Boston*

All Event Bookings include exclusive use of Cliffside event rooms and immediate surrounding grounds from **12 PM Friday through 12 PM Sunday** of the weekend booked.

Bookings include: an on-site **ceremony location** (optional) as well as **reception space, dining tables** and **chairs** for up to **125 guests**.

On site sleeping accommodations for up to **20 guests** (5 Bedrooms) are included for two nights.

Rates start at \$5,500

Contact us at (207) 998 4777 ext 4 or at [info@CliffsideMaine.com](mailto:info@CliffsideMaine.com)

# POLICIES

## **Deposit Policy:**

A deposit of **\$1,000.00** is required to secure Cliffside Lodge and is due upon confirmation of rental date. All deposits are non-refundable and non-transferable. In the event of a cancellation, all deposits and monies paid to date are retained by Camp North Star.

## **Payment Policy:**

Final payment for lodging and reception is due thirty (30) days prior to rental date. Payment can be made with money order, bank check, Master Card, Visa or American Express. Credit card payments are subject to a 3 percent surcharge. There is no reduction in price for late arrivals or early departures.

## **Security Deposit Policy:**

A cash or check payment of \$500 is required as a security deposit and is due with the final rental payment thirty (30) days prior to rental date.

## **Linens:**

Cliffside Lodge rates include bed linens.

## **Alcohol Policy:**

Camp North Star, LLC will not provide or serve alcohol. Alcohol must be provided and served by your "caterer". The caterer/company must provide Camp North Star, LLC with a copy of a liquor license and certificate of insurance that lists Camp North Star, LLC as an additional insured party and that policy must equal or exceed **\$2,000,000.00**. The serving and consumption of alcohol is only allowed in the privacy of your private banquet or lodging rooms. Alcohol is not permitted in areas shared by the general camp community. Camp North Star strictly adheres to the laws of the State of Maine regarding alcoholic beverage service. The following policies are enforced at Cliffside Lodge and Camp North Star at all times that liquor is served, including events at which transportation is provided for clients and their guests:

- Alcohol must be served by a licensed bartender.
- All persons requesting alcoholic beverages must present positive proof of age when asked by a bartender, service person, manager, or security officer.
- Alcohol is not permitted in areas shared by the general camp community.
- Alcoholic beverages may be consumed in moderate amounts only. Excessive consumption of such beverages and/or intoxication is strictly prohibited.
- Bartenders, service personnel, and managers may refuse alcoholic beverage service to any guest.
- Parents or relatives may not purchase or provide alcoholic beverages to underage guests.
- Alcoholic beverage service may be discontinued at any time during the rental period at the discretion of the Camp North Star Staff Member and or Camp North Star representative(s). Reasons for discontinuation may include the opinion that guests are consuming and/or providing liquor from a source other than by the bartender, are overindulging, and/or in the possession of illegal substances.

**Should a Cliffside Lodge staff member or representative ask for your assistance in determining the demeanor of a guest, please understand that he/she is concerned with the safety of all your guests.**

# FREQUENTLY ASKED QUESTIONS ABOUT WEDDINGS

**Q: Can I have my rehearsal at Cliffside Lodge the day before my wedding?**

A: Yes! Use of Cliffside Lodge for the purpose of a wedding rehearsal service prior to the day of the wedding is included in the cost of the full weekend package.

**Q: Who will manage the food service and flow of events?**

A: The caterer is responsible for insuring that the food service including the cake cutting is followed as closely to schedule as possible.

**Q: What catering company do you recommend?**

A: We can recommend several caterers, Please speak with our Events Manager for recommendations.

**Q: Can I buy and bring in my own alcoholic beverages?**

A: The State of Maine does not allow you to serve your guests at such an event without a licensed/certified bartender. For your safety as well as your guests, the caterer should facilitate your bar needs and service.

**Q: How long can the band or DJ play?**

A: The band can play until the final end time of the event. A Cliffside Lodge staff member will discreetly ask your band or DJ to stop playing if they have gone past the contracted event time.

**Q: Who will make announcements?**

A: The band or D.J. is responsible for making all the necessary announcements such as bridal dances, cake cutting, last dance, etc.

**Q: Can I throw rice?**

A: The throwing of rice, confetti, and birdseed is not allowed.

**Q: Can I use candles?**

A: Candles are permitted if the flame is enclosed in glass. Votive candles and hurricane lamps are permitted.

**Q: Can I put up decorations?**

A: All displays and/or decorations shall be subject to the prior approval of the Cliffside Lodge Events Manager who will approve this with the owners. Any personal property of a guest or invitees brought onto the premises and left either prior to or following the event shall be at the sole risk of patron and Cliffside Lodge shall not be liable for any loss of or damage to any such property for any reason.

**Q: Can I use the lake or any other Camp North Star Facility?**

A: Cliffside Lodge is the only available part of the facility for your event. All other buildings, equipment and grounds are closed for the season.