

**Cancellation Policy:**

Deposits and rental payments are non-refundable except in cases where the Village is unable to deliver possession of the facilities or a second Lessee rebooks the canceled facility for equal or greater economic benefit to the Village.

**Holiday Charges:**

Sanctioned events do not pay holiday rates.

On the following holidays the above rates will be increased by 50%: New Year's Eve, New Year's Day, Easter Sunday, Memorial Day, July 4, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Eve, Christmas Day. Inclusive of all Village of Ruidoso's holidays observed. (No discounts on holidays)

**Move in/move out days** are \$150.00 per day for the first move-in day, and \$150.00 for the first move-out day. Additional move-in and move-out days shall be charged \$250.00 per day. This rate applies to the hours of 6:00 a.m. to 10:00 p.m.

**Rental fees** shall be adjusted on an annual basis, based on the Consumer Price Index, commencing January 1, 2011.

Level	Dates	Charges
One	Thursday-Sunday: April-October	Full
Two	Monday-Wednesday: April-October	25% Discount
Three	All days: November-March	50% Discount

Room rentals are from 6:00 a.m. to 10:00 p.m. After 10:00 p.m., rates are \$100.00 per hour.

Room set up changeovers made within any one day rental period will be charged a minimum of \$50.00. The final fee shall be at the discretion of the Village Manager or Designee.

All room rental is to be paid in advance. Payment schedule is as follows:

- Beyond two years: \$250.00 or 10% of total cost, whichever is greater upon contract signing; A total of 20% two years out; a total of 50% one year out; full payment six months out.
- Two years out or less: 20% of total room rental cost upon contract signing; a total of 50% one year out; full payment six month out.
- One year out or less: 50% of total rental cost upon contract signing; full payment six months out.
- Six months out or less: Full payment upon contract signing.

\*Rates are subject to change without notice.

**We accept company checks, personal checks, visa/mastercard, purchase orders and cash.**