



**ALPINE MOUNTAIN
RANCH & CLUB**

Transportation and Amenity Building Guidelines

Effective February 1, 2024

Airport Transportation

Alpine Mountain Ranch & Club (AMRC) provides airport transportation to and from Yampa Valley Regional Airport (commercial) and Atlantic Aviation (private). Transportation is limited to groups of six or fewer passengers and is available for Owners only. The Owners of each lot are provided up to four one-way trips per year free of charge from 8:00-4:30 daily, except holidays. Should your flight arrival time fall outside these hours, we can drop your vehicle at the airport (Owners are responsible for any associated parking fees) in place of a one-way airport trip. Additional airport pick-up and/or drop-off service is available for \$75 each way. Please contact the Property Manager as far in advance as possible, to provide arrival and departure dates, flight times, airline, and flight information, as well as the number of guests in your group. This will ensure that we can accommodate your needs.

Ski Area Complimentary Transportation

AMRC provides complimentary ski area transportation to and from the Steamboat Ski Resort during ski season. Owners and their guests can enjoy one roundtrip service per day from 8:00-4:30 Monday-Friday, 10:30am-3:30pm Saturday & Sunday, no holiday service. Reservations should be made with the Property Manager 24 hours in advance to properly schedule and accommodate your needs. Service is limited to pick-up and drop-off at AMRC and the Steamboat Ski Resort. Children under the age of 18 must be accompanied by a parent or guardian.

Guest Cabin

AMRC has two Guest Cabins available for use by Owners and their guests. Owners may use the Guest Cabin for a maximum of 10 nights annually. The original Guest Cabin features three bedrooms and can accommodate up to six guests as follows:

- Master bedroom with a queen bed
- Guest bedroom with a queen bed
- Bunk bedroom with a double bed on bottom and twin bed on top

The Lakeview Guest Cabin features two bedrooms and can accommodate up to four guests as follows:

- Master bedroom with a king bed
- Guest bedroom with two queen beds

The Guest Cabin will be thoroughly cleaned following the departure of guests, inspected and restocked with necessities and beverages. A cleaning and restocking fee will apply to all cabin stays as outlined below. The cleaning fee is due seven days prior to arrival. No refund will be issued for reservations that are canceled inside of seven days. Payments may be dropped off at the AMRC offices or mailed to AMRC, 33105 Meadow Creek Drive, Steamboat Springs, CO 80487.

- \$100 per nightly fee.
- \$160 per stay cleaning fee if one bedroom is occupied.
- \$195 per stay cleaning fee if two or more bedrooms are occupied.

Should you desire to have cleaning throughout your stay, please contact the Property Manager in advance.

In our effort to be respectful to guests with allergies, pets are not allowed in the Guest Cabin. Please let us know if you need assistance with arranging pet boarding services.

Owners are responsible for the costs associated with any and all damage that occurs to the Guest Cabin during use by themselves or their guests.

Check In/Check Out

Guests will be emailed confirmation prior to their stay, which will include instructions for accessing the ranch and Guest Cabin. The check-in time is 4:00 p.m. and check-out time is at 10:00 a.m., unless otherwise arranged.

Guest Cabin Reservation Procedure

The Owner of each lot will be allowed up to 10 nights in the guest cabin annually. This privilege will serve the Owners of all lots equally. New Owners will be granted a prorated number of nights during their first year of Ownership based upon their purchase date. Reservations canceled within 7 days of arrival will count against an Owner's 10 annual nights.

To allow for equal reservation opportunities for all lot Owners, we feature a reservation process that takes place twice annually—once in the spring for the upcoming summer season and once in the fall for the upcoming winter season. The reservation dates are divided into two, 6-month blocks. Please see below:

Summer Season Guest Cabin Selection:

- o Owner selections submitted by March 7th
- o Reservation dates available from May 1st through October 31st

Winter Season Guest Cabin Selection:

- o Owner selections submitted by September 7th
- o Reservation dates available from November 1st through April 30th

Cabin reservations can be made by Owners for up to a 7-night duration per stay. Reservations for full weeks should generally be made Friday to Friday; however, shorter stays are permissible, so long as no more than two Fridays and/or two Saturdays are reserved annually.

Owners will receive a reminder of the reservation deadlines by email 14 days in advance, at which time Owners may submit their reservation request(s) by emailing the Property Manager with their requests.

Following the closing of each round, the Property Manager will review the requests. If any requests overlap with another Owner's requested dates, then the AMRC staff will rely on a priority system based on seniority of Ownership to determine which Owner is awarded the request. See below. The Owner not chosen will be contacted and will have the opportunity to update his or her request to different dates before the reservation calendar is built. This process will continue until there are no overlapping requests by Owners, at which time the reservation calendar will be built.

Priority system – The initial priority list will be determined by lot purchase date with the earliest purchase date receiving top priority. The priority list will be valid for one year (both summer and winter seasons). At the end of each calendar year, the top priority Owner will be moved to the bottom of the list and the remaining Owners will all move up one priority place. When the same week (or partial week) is requested by two Owners, the Owner with the highest priority will be granted the request. New Owners will be placed at the bottom of the priority list. This system ensures that every Owner will enjoy a priority year on a rotating basis. During an Owner's priority year, he or she receives top priority for both summer and winter season requests.

Owners do not need to participate in a cabin selection round to use the Guest Cabin. Instead, they may reserve the Guest Cabin on an as-needed basis, based on availability, following each selection round.

Once an Owner has reserved their 10 nights annually, no additional nights will be available.

Owners' Lodge and Barn

The Owners' Lodge and Barn are regularly stocked with beverages and snacks for the enjoyment of Owners and their guests. Owners are encouraged to use these facilities at their leisure.

Owners may request exclusive use of the Owners' Lodge and Owners' Barn for certain events, meetings, gatherings, etc. up to twice a year with the approval of the Property Manager. Reservations are handled on a first come, first served basis and should be made as far in advance as possible.

Cleaning and Restocking Fees

Following an event, the Owners' Lodge and Owners' Barn will be thoroughly cleaned, inspected, and restocked with necessities and beverages. A cleaning and restocking fee will apply to each facility used, with small gatherings assessed \$150. Larger events may incur a greater fee and will be determined and established on a per event basis.

Owners' Lodge capacity and details

- The Owners' Lodge has a maximum occupancy of 49 people as determined by the Routt County Fire Code. Overflow occupants may be accommodated outside of the lodge. It is possible that an event may include more than 49 people during summer months only (June 1st through Sept 30th), but special approval by the Property Manager is required.
- For events with more than 25 guests, a special event request form must be filled out and submitted to the Property Manager for approval prior to hosting the event. The Property Manager will provide you with this form, additional requirements and guidelines for larger events when such requests are made.
- Furniture, dishes, glasses, or outdoor recreational equipment (kayaks and paddleboards) or other property shall not be removed from the Owners' Lodge.
- The topographic map display must not be moved. Instead, with approval and help from the Property Manager, it may be covered with its specially designed cover.
- Live music outside of the Owners' Lodge or any other facility must cease by 10 p.m.

- Alpine Mountain Ranch has a permanent firepit located on the patio of the Owners' Lodge. When using the firepit, Owners must comply with the following requirements of Routt County:
 - No burning of rubbish including but not limited to, garbage, wastepaper and debris from construction or demolition.
 - The firepit is powered by propane.
 - Remove the cover for the firepit.
 - The timer to turn on the fire is on the wooden post, next to the outdoor bar. The timer is set to run for 30 minutes.
 - After use, place cover back on firepit. This will keep the weather from damaging the firepit.
- Owners are responsible for the costs associated with any and all damage that occurs to the Owners' Lodge during their use.

Owners' Barn capacity and details

- The Owners' Barn has a maximum occupancy of 49 people as determined by the Routt County Fire Code. Overflow occupants may be accommodated outside of the barn. It is possible that an event may include more than 49 people during summer months only (June 1st through Sept 30th), but special approval by the Property Manager is required.
- For events with more than 25 guests, a special event request form must be filled out and submitted to the Property Manager for approval prior to hosting the event. The Property Manager will provide additional requirements and guidelines for larger events when such requests are made.
- The Owners' Barn features extremely limited capacity for cooking and cold food storage. Contact the Property Manager to determine if the facility will be appropriate for your event.
- Live music outside of the Owners' Barn or any other facility must cease by 10 p.m.
- Fires can be permitted, so long as the hosting Owner obtains a permit with Steamboat Springs Fire Rescue. The approved permit must be submitted to the Property Manager 48 hours before the event is hosted. The host Owner will be responsible for setting up and cleaning up portable firepit after use, unless otherwise arranged.
- Owners are responsible for the costs associated with any and all damage that occurs to the Owners' Barn during their use.

Featured Amenities: Usage & Details

- AMRC activities and amenities are available to Owners, and to their guests when accompanied by an Owner. Please return AMRC equipment to its designated area by the end of the day of usage. Note that a waiver must be signed for each person who uses the amenities, i.e., Lonecast Lake, snowshoeing, etc.
- Many AMRC Owners choose to join the Alpine Mountain Summit Club, located at One Steamboat Place resort, slopeside at the Steamboat ski area. Members received a full package of memberships including valet and underground heated parking, ski locker and ski storage, daily ski season breakfast and happy hour, pool and fitness center usage, spa discounts and more. Please contact the Property Manager for more information.
- Winter Activities
 - Snowshoes and snowshoe poles are stored in the Owners' Barn for your convenience. Trail maps are available in the Owners' Barn and Owners' Lodge for you to choose the best route for your day.

- Cross-country ski equipment is located at the barn, including skis, poles, and boots for your convenience. AMRC grooms approximately 2.5 miles of trails in the meadows adjacent to the Owners' Barn, as snowfall permits.
- Tubing in the meadow is a great way to enjoy AMRC. Tubes can be found in the livestock shelter at the base of the tubing hill. Please return tubes to the livestock shelter when finished. Contact AMRC property manager to request staff assistance for snowmobile rides to the top of the tubing hill.
- Summer Activities
 - Hiking trails: AMRC features approximately 10 miles of groomed hiking trails. Please refer to trail maps available in the Owners' Barn and Owners' Lodge to choose the best route for your day.
 - Horse Rides: Owners are encouraged to enjoy horseback riding throughout the summer. Reservations can be made through the Owners' Portal at AlpineMountainRanch.com.
 - Login Password: AMRC123
 - Paddleboards & Kayak use: Paddleboards and kayaks are staged at Lonecast Lake, outside the Owners' Lodge. To unlock the paddleboards, use code 4231. Please do not remove these items from the Lonecast Lake area or take them off AMRC property.
 - Fishing poles & fly-fishing rods: Fishing poles are located in the outdoor storage closet located on the back deck of the Owners' Lodge. Fly-fishing rods are located inside the Owners' Lodge for your convenience.
- Owners are responsible for the costs associated with any and all damage that occurs to the equipment provided by AMRC.

**All policies contained in this document are subject to change at any time. Services and programs offered through Alpine Mountain Ranch Association are limited by the resources that are available to provide the service. It is our desire to meet the expectations of Owners with regards to amenity services, while maintaining a balance with other ranch activities and duties that have been assigned to the team. Therefore, the information contained in this document is subject to change without notice and should not be construed as a commitment by AMRC or its employees.*