



HARBOR LIGHTS RESORT

on Lake Michigan

15 SECOND STREET · P.O. Box 1039 · FRANKFORT, MI 49635
800-346-9614 · 231-352-9614 · WWW.HARBORLIGHTSRESORT.NET

Group Booking Agreement

Applies to group reservations that occur from May through mid October.

- Group coordinator must sign Group Booking Agreement prior to rooms being blocked.
- Individuals must call to reserve their room in the block and guarantee their reservation with a deposit.
- Any rooms not reserved with a deposit by the Cutoff Date specified below will be released. (Note: The group coordinator would have the option to make a deposit on the remaining rooms to keep them in the block.)
- If the entire event is cancelled after the Cutoff Date, Harbor Lights will make every effort to re-book those rooms. However, the group coordinator is liable for any days not re-booked during the reservation period.
- A two-night minimum stay is required if reservation includes a Friday or Saturday.
- A three-night minimum stay is required for July 4th and the Labor Day weekend.

I have read and understand the group booking policy outlined above. By signing, I am agreeing to the terms set forth in this document.

Group Coordinator Printed Name

Reservation Dates

Cutoff Date for Deposit

Signature

Group Name (rooms will be held in this name)

Today's Date

Number of Rooms (approx.)

Group Coordinator Information: Address: _____

Phone: _____ E-mail: _____

Credit Card: _____ Exp: _____ (Note: not charged unless group cancels per above)

Notes: _____

(Use a separate sheet for additional information)

**Fax this agreement to 231-352-6313, e-mail to groups@harborlightsresort.net
or mail to P.O. Box 1039, Frankfort, MI 49635**