



# THE FOREST HILLS/ WESTINGHOUSE LODGE

The Perfect Place to Make Perfect Memories!

Planning an indoor or outdoor gathering? Whether it's for a graduation, a wedding, a shower, a holiday party, employee parties or meetings, we guarantee unforgettable memories at the **Forest Hills/Westinghouse Lodge!** Amenities offered:

<b>Full-sized Kitchen</b>	<b>Ice Machine</b>
<b>Microwave Oven</b>	<b>Indoor Restrooms</b>
<b>Cable TV Accessibility</b>	<b>Projection Screen</b>
<b>Handicap Ramp</b>	<b>Softball Field</b>
<b>Outdoor Barbeque Pit &amp; Pavilion</b>	<b>Sand Volleyball Court</b>
<b>Lodge Deck with 50 Picnic Tables</b>	<b>Two Bocce Ball Courts</b>
<b>Two Horseshoe Pits</b>	

**NEW THIS YEAR!** We do all set up of tables and chairs inside the lodge, and we do all cleaning after your event! Renters are responsible to take down all decorations and are responsible for taking any supplies or equipment used during the event, otherwise, it will be discarded.

Indoor Chairs (black, padded)  
Indoor Tables (rectangular & round sizes)  
Spacious Lodge with Two Fireplaces  
(Interior seating capacity: 70-75)

## Packages Available LODGE AND GROUNDS

**Four-hour Package (includes one free rental hour)**  
*Kitchen and ice not included in prices.*

<b>Mondays through Thursdays</b>		<b>Fridays, Saturdays, Sundays, Holidays</b>	
Under 25 people	\$215	Under 25	\$340
25-50	\$240	25-50	\$415
51-100	\$290	51-100	\$465
<b>Kitchen Fee: \$25 — Ice: \$35 (300 lbs.)</b>			

**Eight-hour Package (includes one free rental hour)**  
*All prices include use of the kitchen and ice.*

<b>Mondays through Thursdays</b>		<b>Fridays, Saturdays, Sundays, &amp; Holidays</b>	
50-100 people	\$485	50-100	\$585
101-200	\$560	101-200	\$685
201-300	\$635	201-300	\$785
301-400	\$710	301-400	\$886
401-500	\$785	401-500	\$985
<b>Over 500 people — \$100/each additional 100 people</b>			

**Additional rental time: \$25/per hour**  
**Softball field rental—\$75**

## DISCOUNTS

- Renters receive a **20%** discount if they live in the borough of Forest Hills.
- Renters receive a **10%** Senior Citizen discount (age 65 or older—proof of age required).
- **10%** discount for current Westinghouse/Viacom employees (used for company events only).
- **10%** discount for businesses using facility for meetings, seminars, employee parties (Mondays through Thursdays only).
- **25%** discount for a Forest Hills Borough non-profit organization (Mondays through Thursdays only).

(Only one discount permitted per rental.)

## RESERVATION DEPOSITS — \$250

Reservation deposit is non-refundable, and is due two weeks after renter is penciled in on the calendar.

## BALANCE ON RESERVATION

Must be paid in full no less than 30 days prior to the event.

## SECURITY DEPOSITS

Four-hour Events — \$300    Eight-hour Events — \$350  
**Due 30 days before event.**

## CANCELLATION

Cancellation less than 30 days prior to the rental date will result in loss of entire rental fee. If cancellation occurs more than 30 days prior to the rental date, only the reservation deposit (\$250) will be kept (all other fees will be refunded).

## PAYMENT

**All checks must be made payable to:**  
**Borough of Forest Hills**  
**and sent to:**

**Cindy M. Simm, Marketing & Events Director**  
**2071 Ardmore Boulevard**  
**Pittsburgh, PA 15221-4644**

For more information on renting the lodge, please call:

**Cindy M. Simm,**  
**412-351-7330 x220**  
(voicemail), or  
send an e-mail to:  
**csimm901@aol.com**

