



## Cielo at Castle Pines Vendor/Planner Information



### General Info

***First Visit:*** If you have never been to Cielo before, please feel free to come to your clients 30 day meeting for a self/guided tour.

***Event Access Time:*** Please confirm with your client for specific event access time.

***Unloading:*** Please check with management before unloading for specific locations.

***Parking:*** Please park only in the southwest lower lot. You will be asked to move should you park elsewhere.

### Event Planner

If your clients should ask questions regarding Cielo and you are not familiar with our rules, capacity, seating arrangements, plan B for weather, etc., please do not assume the answers. We would very much appreciate you contacting our staff first so we are both on the same page. In our facility tours, we are very thorough with what is included/not included and what can/cannot be accomplished at our facility.

### Day Of Planner

Please see above. Also, please check with other vendors first to see if a timeline has already been established by them. It will help you to be able to create a master timeline for all vendors to agree upon and follow

### Directions

**From Denver :** Take I-25 south to exit 187 (Happy Canyon Road). Turn right onto Happy Canyon Road. Proceed for 1.8 miles. Cielo will be on the right hand side right after the fire station.

**From Colorado Springs:** Take I-25 North to exit 187 (Happy Canyon Road). Turn left onto Happy Canyon Road. Proceed for 1.8 miles. Cielo will be on the right hand side right after the fire station.

**From Highway 285 (Santa Fe) heading south:** Take 285 south to Happy Canyon Road. Turn left onto Happy Canyon Road. Cielo will be on the left hand side .5 miles.

**From Highway 285 (Santa Fe) heading north:** Take 285 north to Happy Canyon Road. Turn right onto Happy Canyon Road. Cielo will be on the left hand side .5 miles.

**Cielo is dedicated to our Client's satisfaction. Therefore we ask all our Vendors to work together to create a wonderful experience for each and every event, which makes us all look good!**