

GOSHEN COUNTY FAIR GROUNDS RENTAL AGREEMENT

4740 US HWY 26-85 * TORRINGTON, WY * 82240 * 307-532-2525

SUBMIT DEPOSIT, RENTAL AGREEMENT & SIGNATURE PAGE TO RESERVE DATE

APPLICANT INFORMATION

Organization: _____

Address: _____

Contact Name: _____

Telephone: _____

Email: _____

EVENT INFORMATION

EVENT NAME: _____

EVENT DATE: Day 1 _____ EVENT START TIME: _____

EVENT DATE: Day 2 _____ EVENT START TIME: _____

EVENT DATE: Day 3 _____ EVENT START TIME: _____

EVENT DESCRIPTION

Set up Date: ____/____/____ Time: ____:____ am / pm

SPECTATOR EVENT YES / NO ESTIMATED NUMBER TO ATTEND

ADMISSION FEES Adult ____ Sr. ____ Student ____ Child ____

DEPOSIT

DEPOSIT IS DUE IN FULL WITH COMPLETE RENTAL AGREEMENT & SIGNATURE PAGE

RESERVATION DEPOSIT: Minimum \$300 SECURES CALENDAR DATE-NON-REFUNDABLE

DAMAGE DEPOSIT: Minimum \$300

TOTAL DEPOSIT FEE: _____

- Cancellations made more than 120 days prior to event - deposit refundable
- Cancellations made less than 120 days prior to event - deposit nonrefundable
- Cancellation of event by GC Fair Association - deposit may be refundable
- Damage Free event - deposit refundable
- Breach of contract - deposit nonrefundable

RATES

Subject to change anytime at a maximum rate of 25%

_____ \$300/DAY	EVENT RATE	AG HALL W/ REST ROOMS
_____ \$150/DAY	EVENT RATE	AG HALL ONLY
_____ \$300/DAY	EVENT RATE	FRONTIER SHELTER W/ REST ROOMS
_____ \$150/DAY	EVENT RATE	FRONTIER SHELTER ONLY
_____ \$150/DAY	EVENT RATE	SUNSHINE ARENA (additional fees for extensive ground prep)
_____ \$20/HOUR	RESERVED RATE	SUNSHINE ARENA
_____ \$200/DAY	ALCOHOL OR CONCESSIONS	
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_____ \$150/DAY	PIG OR SHEEP BARN	MUST CLEAN OWN PENS
_____ \$100/DAY	BEEF OR POULTRY BARN	MUST CLEAN OWN PENS
_____ \$100/DAY	GRASS SHOW RING	
_____ \$100/DAY	ANY WASH RACK	
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_____ \$200	GROUNDS CLEAN UP	
_____ \$100/DAY	PER STAFF MEMBER	
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_____ \$20/NIGHT	RV HOOK UPS / YOU HANDLE DETAILS	
_____ \$15/NIGHT	HORSE STALLS / YOU HANDLE DETAILS	
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_____	TOTAL AMOUNT DUE	

AGREEMENT TO INDEMNIFY, RELEASE AND HOLD HARMLESS

IN CONSIDERATION OF THE TEMPORARY USE OF THE FACILITY AND PREMISES KNOWN AS THE GOSHEN COUNTY FAIR GROUNDS AND PAVILION, THE UNDERSIGNED, EITHER INDIVIDUALLY AND/OR ON BEHALF OF THE BUSINESS, ORGANIZATION, ASSOCIATION, GROUP OR CLUB, THE INDIVIDUAL AUTHORIZED TO REPRESENT, AGREES TO INDEMNIFY, RELEASE AND HOLD HARMLESS GOSHEN COUNTY, GOSHEN COUNTY FAIR BOARD, GOSHEN COUNTY COMMISSIONERS, THEIR EMPLOYEES, AGENTS, SUCCESSORS AND ASSIGNS, FROM ANY AND ALL CLAIMS, INJURIES, DAMAGES, DEMANDS OR CAUSES OF ACTION INCLUDING NEGLIGENCE, THAT THE UNDERSIGNED OF UNDERSIGNED GUESTS, INVITEE, PARTICIPANTS, AGENTS, EMPLOYEES, HEIRS, SUCCESSORS AND ASSIGNS MAY HAVE NOW, OR HEREAFTER, WHICH ARISE FROM THE USE AND ENJOYMENT OF THE FACILITY AND PREMISES.

SIGNATURE PAGE

BY INITIALING BELOW, I AGREE THAT I HAVE READ & UNDERSTAND THE SPECIFIED SECTIONS OF THIS CONTRACT.

- _____ APPLICANT SECTION
- _____ EVENT INFORMATION SECTION
- _____ DEPOSIT & CANCELLATION POLICY
- _____ RATES
- _____ AGREEMENT TO INDEMNIFY, RELEASE & HOLD HARMLESS
- _____ POLICY, TERMS & CONDITIONS
- _____ INSURANCE
- _____ POST EVENT
- _____ SET UP / CLEAN UP
- _____ PENALTIES / DAMAMGES
- _____ STALL/PENNING PROVISION

MY SIGNATURE BELOW VERIFIES THAT I AGREE, UNDERSTAND AND PROMISE TO ADHERE TO ALL ASPECTS OF THIS CONTRACT.

DATE: _____

SIGNATURE: _____

PRINTED NAME: _____

REPRESENTATIVE OF: _____

**THANK YOU in advance
for selecting and respecting the facilities of Goshen County**

POLICY TERMS & CONDITIONS

- Disrespectful behavior will NOT be tolerated and violators will be removed.
- Do NOT block or prop open any doors or gates with any obstacles.
- For all parking issues contact the Goshen County Sheriff's Dept. at 307-532-4026.
- Obey and respect all signage.
- No dogs allowed in the buildings unless dog is participating in the approved event.
- No smoking allowed in the buildings or in the doorway and entry ways of building.
- Supervise all children as any damages that occur will be at your expense
- As a Bonus to you, the Digital Message Center is a tool used by the Fair Grounds to notify the public of activity at the Fair Grounds; however due to its limitations it should not be considered advertising for your event.
- All Food Vendors are required to obtain necessary permits. Indoor grilling is prohibited.
- All Alcohol Vendors are required to obtain necessary permits. No beverages may be sold in glass bottles.
- All rough stock and motorized vehicle events must have ambulance present.
- All damages/repairs to premises associated with your event will be the financial responsibility of the renter. Litigation will take place if necessary.
- Events requiring "rake time" will be billed additional fees for those services. Other methods of altering ground conditions are not permitted.
- Goshen County Fair Association STAFF ONLY will operate facility owned equipment.
- Additional event specific materials needed for an event will be at the renter's expense. Any of those materials deemed reusable by the Fair Association will be compensated at the discretion of the management.
- All events/activities inviting or charging spectators to attend are required to have Special Liability Insurance naming Goshen County Fair Association as additional insured. Refer to Insurance/Liability section.
- Spectators are NOT allowed in the arena or staging areas of the building.
- Spectator seating NOT allowed in arena during rough stock events.
- All music played will be family friendly.
- No horses tied to trailers allowed in parking lots overnight.

INSURANCE

If selected in the Provision Section; Special Event Insurance is **REQUIRED** for your event. The Insurance must provide and maintain public liability and personal property damage insurance naming the Goshen County Fair Association as the additional said insured on the policy. Policy shall have a single liability of not less than \$1,000,000 and general aggregate liability of not less than \$2,000,000.

POST EVENT

- Return keys to a staff member at the completion of your event.
- GC Fair Association will assess damages post event.
- Refundable deposits will be processed maximum 10 days post event and available for pick up or mail at renter's request.

SET UP AND CLEAN UP POLICY

- Contact person on contract will be given set of keys needed for event
- Contact person will be given on call number
- On call number is for maintenance Emergencies ONLY
- Please do not call On Call number for event questions
- If you have an EMERGENCY call 911

SET UP:

- Renter is charge of own set up
- Renter may hire outside source to set up and pay directly

CLEAN UP:

- Renter is charge of own clean up
- Concessionaire is in charge of concession clean up
- Alcohol Vendor is in charge of bar clean up
- Renter cleans/scoops all chutes used
- Renter puts away all panels, etc. used
- Renter puts away all tables, chairs, podium, dividers, etc.
(Must be put away how they were found or \$300 fine)
- Renter picks up all trash from bleachers, arena, pens, etc.
- Renter takes out all trash
- Renter picks up trash from parking lots
- Fair Grounds cleans flooring, rest rooms & corrals

PENALTIES/DAMAGES

\$100 FINE	PER DAMAGED PANEL
\$100 FINE	ROPING CHUTE NOT SCOOPED
\$200 FINE	PER INCIDENT SMOKING or DOG IN BUILDINGS
\$300 FINE	TRASH NOT PICKED UP IN BUILDING AND USED AREA
\$300 FINE	PER DAMAGED TABLE/CHAIRS
\$300 FINE	DAMAGE TO WALLS
\$300 FINE	CONCESSION NOT CLEAN
\$500 FINE	PER DOOR LEFT OPEN
\$500 FINE	LIGHTS LEFT ON
\$1000 FINE	PER DOOR/GATE PROPPED OPEN
TBD	OTHERS NOT LISTED

STALLS * UNCOVERED PENS * PENS TO TRAILERS * HOOK UPS

RENTER AGREES TO PAY GCFA \$15 PER NIGHT PER STALL / PEN / PEN TO TRAILER
RENTER AGREES TO PAY GCFA \$20 PER NIGHT PER HOOK UP
RENTER CAN CHARGE THEIR CUSTOMER RATE AMOUNT OF THEIR CHOICE
RENTER IS IN CHARGE OF ALL RENTAL & COLLECTION DETAIL
RENTER AGREES TO SUBMIT THIS FORM WITHIN 48 HOURS POST EVENT

NIGHT ONE

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

NIGHT TWO

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

NIGHT THREE

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

NIGHT FOUR

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

NIGHT FIVE

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

TOTAL

_____ STALLS _____ PENS _____ PANEL TO TRAILER _____ HOOK UPS

TOTAL x \$15.00

TOTAL x \$20.00

GRAND TOTAL

_____ + _____ = _____

STALLS/PENS

HOOK UPS