

Carbon County Fairgrounds Rental Form

Renter Name _____
 Address: _____
 City, State, Zip Code _____
 Email address: _____
 Date(s) of Rental _____

TYPE OF EVENT

- Family- Wedding, Reunion, etc.
 \$300 for two days, \$50 for each additional day. Winter rate (10/1 through 5/1) \$375 for first two days, \$75 for each additional day.
- Commercial- Business Meeting, Banquet, etc.
 \$500 for two days, \$250 for each additional day. Winter rate (10/1 through 5/1) \$550 for first two days, \$300 for each additional day.
- Community-The Fair Board reserves the right to grant reduced rates for non-profit groups who provide services and/or benefits to Carbon County. This may include, but not limited to: youth events, memorial services, charity events. Proof of 501C3 and other criteria may apply.

- | <input type="checkbox"/> <u>FACILITIES</u> | FEE AMOUNT: |
|--|--------------------|
| Edgar Gruel Building (main kitchen and event hall).
Will alcohol be served? | _____ |
| <input type="checkbox"/> NO – Deposit \$500 | _____ |
| <input type="checkbox"/> YES- Deposit \$1000 | _____ |
- Tables and chairs are not to be removed from building; doing so may forfeit deposit.**

The following facilities are available only with rental of the Edgar Gruel Building. The Board reserves the right to allow exceptions.

- Show Barn- \$100 for first two days, \$50 per additional day. _____
- Show Barn with interior stalls- \$300 for first two days, \$100 per additional day. _____
- Horse Barn- entire barn \$400 per day. 30 stall deposit. _____
- Horse Stalls: Outside Stalls (rented in blocks of 8 stalls) \$25 per stall per night.

_____ Number of stalls x _____ nights =	_____
_____ Number of stalls x _____ nights=	_____
_____ Number of stalls x _____ nights=	_____

Deposit \$25 per stall **REQUIRED**- _____ Number of stalls x \$25= _____

** One deposit total per stall, refunded if stall is left stripped and clean.

Renters may not set up temporary outside horse pens at trailers, or on grass at any time. Horses must be stalled.

- Camping – (rented in blocks of 2 sites) \$60 per night. _____
- TOTAL DUE** _____

1. Renter agrees that all or any part of the cleanup/damage deposit may be forfeited to the Carbon County Fair Board to cover the costs of cleaning the grounds and repairing any damage done claiming the renter's tenancy.
2. Renter further agrees to provide insurance covering both liability and property damage during the tenancy in the amounts of \$250,000 per occurrence and \$1,000,000 aggregate, and naming Carbon County as the loss payee. Proof of insurance is required prior to the time of signing the lease agreement. Renter must notify insurance agent and Fairgrounds Manager if alcohol will be available.
3. Renter further agrees to the following conditions:
 - Renter is responsible for all garbage removal from building to dumpster.
 - Renter agrees to close the gates and doors when the premises are not in use.
 - Renter shall not store any hazardous material on the premises.
 - Renter agrees that pets (including non-service dogs) will not be permitted in the Edgar Gruel Building
4. Renter further agrees to indemnify Carbon County, its agents and employees and hold the same harmless for any damages or loss whatsoever suffered by Renter for whatever reason while on the premises during the tenancy described in this Agreement.
5. Renter further agrees any alcohol must be served by a licensed caterer.
6. Renter further agrees that the premises will not be considered rented until payments, proof of insurance and the signed agreement are received by the Fair Board Secretary.
7. Rental agreement must be finalized **30 days prior** to the event date. Special circumstances are at the discretion of the Fair Board.
7. Cancellation Policy: In the event of cancellation, if notice is given within three weeks (21 days) prior to the event the renter will receive the full refund of the deposit. In the event of cancellation, if notice is given with-in two weeks (14 days) prior to the event the renter will receive a refund of 50% of the deposit. In the event of cancellation, if notice is given within one-week (7 days) prior to the event the renter will forfeit the deposit.
8. Renter acknowledges that the Carbon County Fairgrounds also serve as the County's Emergency Operations Center. In the event of a disaster or emergency, events may be cancelled so facilities can be used for disaster support. In this event a full rent and deposit refund will be provided.

SIGN HERE _____

A completed, signed copy with proof of payment must be submitted to Fair Board Secretary.

Payment may be in credit card (non-refundable convenience fee applies), or by check to **Carbon County Treasurers Office**. Mail to Clerk and Recorder Office, C/O Fair Board Secretary, P.O. Box 887, Red Lodge, Montana 59068.

Name on card _____

Card Number _____

Expiration Date _____ Security Code _____

OFFICE USE: Date Received _____ Submitted to Treasurer _____ Check Number _____

Notes: