

Lincoln County Fair Arena Rental Agreement

1601 Morgan St. * PO Box 490 * Davenport, WA 99122
509-725-5161 * dawn@lincolncountywafair.com

This Arena Rental Agreement is made between the Lincoln County fair and the following User(s):

Name of Organization/Event:

Name of Organization/Event Coordinator: _____

Date(s) of Event: _____ Hours of Event: _____

Purpose and description of event or use of the Arena: _____

Arena Prep Required before Event? Yes No

PA System? Yes No

Authorized Organization/Event Coordinator		
First:	Last:	
Address:		
City:	State:	Zip Code:
Phone:	Cell Phone:	
Email:		

Please initial the following:

- _____ A cleaning deposit of \$150.00 is required when arena rental amount is paid.
Deposit will be returned upon inspection of arena, stalls and pens after event.
- _____ Agree to use of the arena, stalls and pens only for the purpose(s) listed above.
- _____ Agree to remove from all trash and debris from arena, stalls and pens.
- _____ Agree to return the arena, stalls and pens to the original condition before the event.
- _____ Agree to maintain liability insurance coverage in the amount of \$ 1,000,000 per occurrence.
A copy of insurance coverage needs to be on file at the Fairgrounds Office before the start of the event.

ARENA RENTAL FEES

Small Arena: \$50.00 per scheduled day

Number of Scheduled days _____ X _____ = \$ _____

Main Arena: \$100.00 per scheduled day

Number of Scheduled days _____ X _____ = \$ _____

EXTRA ARENA RENTAL FEES

Additional Water for Arena: \$25.00 per load

Number of Loads of Water _____ X _____ = \$ _____

Inside Stalls: \$10.00 per day

Number of Inside Stalls _____ X _____ = \$ _____

Outside Pens: \$5.00 per day

Number of Outside Pens _____ X _____ = \$ _____

Shavings-inside stalls only: \$5.00 per bundle

Number of Shavings _____ X _____ = \$ _____

Arena Rental Fee	_____
Extra Rental Fees	_____
Sales Tax (8%)	_____
Cleaning Deposit	\$150.00
Total Payment	_____

For Office Use Only		
Date Received:		
Payment		
Cash:	Check #:	Other:
Copy of Insurance	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Arena Rental Responsibilities

The Organization or Event Coordinator is responsible for the following:

- ✦ Is responsible for conducting the scheduled event including, but not limited to, scheduling, advertising, ticket sales, traffic, parking, crowd control, security and on-site medical services, as well as all labor, materials and expenses related to the conduct of the scheduled event.
- ✦ Is responsible for the overall conduct of all participants, guests, and spectators involved in the scheduled event.
- ✦ Is responsible for, at its sole cost and expense, an ambulance or medical personal, to be present at the event during the entire event..

Arena Rental Policies

- ✦ Arena rental fees must be paid prior to the start date of event and before the gates will be unlocked, unless prior arrangements have been made and you have received approval from the Fair Office Manager.
- ✦ Cancellation of scheduled events need to be made to the Fair Office Manager 10 days before the event to receive a full refund.
- ✦ The arena and grounds will be inspected the following day of the event, if there is damage to the arena and grounds or excessive garbage left along the fence line, in the arena and chutes or dumped in the parking areas, the cleaning deposit will be forfeited. If the grounds are left clean, the cleaning deposit will be returned.
- ✦ Equestrian related activities are inherently dangerous and may result in death or serious injury to a participant. The inherent risks associated with Equestrian activities include, but are not limited to, the following:

1. the tendency of the animal to behave in ways that may result in injury, harm, or death to persons on or around them.
2. the unpredictability of the animal's reaction to outside stimulation such as sounds, sudden movement, and unfamiliar objects, persons, or other animals;
3. collisions with other animals or objects.
4. the potential of a participant to act in a negligent manner that may contribute to injury to the participant or others, such as failing to maintain control over the animal or not acting within his or her ability.

Lincoln County Fair is not responsible for death or injury to any participant in an equestrian activity caused by or arising out of the inherent risks of equestrian activities.

By completing and signing the Lincoln County Fair Arena Rental Agreement, you are certifying you have read, understand, and will adhere to all rules and policies herein. The Organization or Event Coordinator agrees to indemnify and hold harmless the Lincoln County Fair from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the rental of the arena.

Signature

Date

Printed

Return of Cleaning Deposit Information:

All food and beverage debris, decorations, paper supplies and other trash must be picked up, bagged and disposed in trash receptacle provided by the Lincoln County Fairgrounds near the Arena.

The Arena including the surrounding grounds and parking lot must be left in a clean and orderly condition.

Failure to comply will result in a partial/complete loss of the Cleaning Deposit.

A check will be issued from the Lincoln County Auditor’s Office for the cleaning deposit to the name of the organization or individual listed below:

Name_____

Mailing Address_____

City_____ State_____ Zip Code_____

Additional information

Phone_____ Email_____

Fairgrounds Web Site Calendar Information:

Your event will be listed on the Lincoln County Fairgrounds Web site event calendar. Please include contact information, web site, and other information about the event you would like listed on the calendar.

