

# Dolores County Fairgrounds

## Use Application

Applicant Name \_\_\_\_\_

Organization Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Dates/Times of Fairgrounds Use \_\_\_\_\_

Use Needs (Circle All That Apply) Organization or Individual

Building Rental      Arena      Grounds      Gate Combo      Sound System

Reason for use

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any Special Needs?

\_\_\_\_\_

Have you read the Fairgrounds Rules & Regulations?    YES    NO  
*Signature required on next page*

Event Deposit Paid?    YES    NO    Date Paid \_\_\_\_\_

Rental Fee Paid?    YES    NO    Date Paid \_\_\_\_\_

Sound system (\$100)    YES    NO    Date Paid \_\_\_\_\_

Signature of user \_\_\_\_\_ Date \_\_\_\_\_

Fair Board Approval \_\_\_\_\_ Date \_\_\_\_\_

**\*\*Have you signed the Alcohol Policy of the Fairgrounds on the last page? THIS IS REQUIRED BEFORE ACCEPTANCE OF THIS AGREEMENT BY THE FAIRBOARD.\*\***

Initial \_\_\_\_\_

## GENERAL RULES AND REGULATIONS

- A. Use of the building and arena will be on a FIRST PAID, FIRST SERVED basis.
- B. The deposits rendered for cleaning and damages are to be considered as incidental damage and cleaning coverage. Any damage to the County Fairgrounds property and/or facilities, beyond the deposit coverage, will be the responsibility of the individual and/or organization to fully pay for the damage and/or cleaning. Replacement, cleaning and/or repair costs will be determined by the damaging party and the Fair Board together, with the Fair Board making the final determination of costs.
- C. To reserve any part of the Fairgrounds facility, the Fair Board requires all requests to be in writing and submitted prior to the Fair Board monthly meeting. Meetings are held the 2<sup>nd</sup> Monday of each month at the Dolores County Extension Office.
- D. All fees and deposits must be paid in advance of the event. No building and/or arena reservations will be final until all fees are paid.
- E. The organization and or individual must supply proof of liability and/or event insurance prior to their using the Fairgrounds.
- F. **Anyone who does not purchase liability and/or event insurance (insurance required if any alcohol will be present during event!) acknowledges that Dolores County, the Fairgrounds, Fair board or any other Dolores County employee or office is NOT responsible for any damage/injury to personal property or attendees of said event.**
- G. The County is not liable for personal or private property accidents, lost or stolen property, and/or the damage to privately owned property.
- H. Anyone under the age of 18 requesting use of the Fairgrounds must be accompanied and supervised by an adult at all times while using any of the Fairgrounds' facilities.
- I. Where applicable, a Fair Board representative will be present at all events.
- J. **Absolutely no hanging or sticking of anything on insulation above tin is allowed.** You must use the pre-hung hooks or cable. If there are additional items that you would like to hang you must meet with a designated Fair Board member or representative to discuss options prior to event. NOTHING OVER 5 lbs may be hung.
- K. **When hanging decorations or signs you must use the non-residue tape provided or the pre-hung hooks/cable.** No new holes may be drilled or anything that leaves residue on tin. If you need special decorations hung please call and we will assist in the best way for everyone.
- L. **Anything put up MUST be taken down.**
- M. Extra care should be taken with the wooden tables and wooden or vinyl chairs. The Extra-large wooden table must not be "scooted" across the cement, it must be picked up to be moved.
- N. The East side sliding bard doors must be kept shut at all times during event.
- O. Absolutely NO propane or gas stoves or grills or other cookers that emit smoke may be used inside the building!
- P. If renting the sound system: applicant must meet prior to event to set up and go over proper use and care of system. Any damage done outside of rental fee will be the responsibility of applicant and cost be determined by Fair Board representative. Sound system will not be allowed outside of building under any circumstances!
- Q. IT IS THE APPLICANT'S RESPONSIBILITY TO FULLY CLEAN THE FACILITY BEING USED AND REMOVE ALL TRASH AND GARBAGE FROM THE FAIRGROUNDS! Failure to do so will result in loss of damage/cleaning deposit.

### FAIRGROUNDS ALCOHOL POLICY:

Alcohol is not permitted at the Fairgrounds unless liability/event insurance is purchased and presented with payment. If not purchasing liability/event insurance, it is the responsibility of the person signing this Use Application TO ENSURE THAT ALCOHOL IS NOT BROUGHT INTO THE FAIRGROUNDS DURING THE APPLICANT'S EVENT. It must be clearly understood that the person signing this Use Application is assuming and accepting, full responsibility and ALL LIABILITY FOR ANY INCIDENT(S) RESULTING FROM THE UNAUTHORIZED USE OF ALCOHOL AT THE FAIRGROUNDS.

The following signature indicated that you have read, fully understand and unconditionally accept the Fairgrounds policy on alcohol use.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## GENERAL RULES AND REGULATIONS

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- FF. Absolutely NO propane or gas stoves or grills or other cookers that emit smoke may be used inside the building!
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Revised 02/2025

APPLICANT COPY

# DOLORES COUNTY FAIRGROUNDS

## FEES, RULES, AND REGULATIONS

### BASIC FEES FOR COUNTY ORGANIZATION EVENTS

- A. **Use of Building** (including bathrooms and kitchen area)  
1 Day Event - \$75.00 per day + \$100.00 Deposit.
- B. **Use of Arena**  
\$25.00 per day + \$100.00 Deposit. Fair Board is not responsible for Arena maintenance during event.
- C. **Use of Building and Arena**  
Day event - \$100.00 per day + \$200.00 deposit. Fair Board is not responsible for building or arena maintenance during event.
- D. **Damage and Cleaning Deposits**  
Deposits will be refunded after inspection by a Fair Board Representative. **Use fees will not be refunded at anytime or under any circumstances.**
- E. **Sound System**  
\$100.00 - must sign a separate agreement. WILL NOT BE ALLOWED OUTSIDE BUILDING!

### BASIC FEES FOR INDIVIDUAL EVENTS

- A. **Use of Building** (including bathrooms and concessions area)  
Day Event - \$75.00 per day + \$200.00 Deposit.
- B. **Use of Arena**  
\$100.00 per day + \$100.00 Deposit. Fair Board is not responsible for Arena maintenance during event.
- C. **Use of Building and Arena**  
Day event - \$100.00 per day + \$200.00 deposit. Fair Board is not responsible for building or arena maintenance during event.
- D. **Damage and Cleaning Deposits**  
Deposits will be refunded after inspection by a Fair Board Representative. **Use fees will not be refunded at any time or under any circumstances.**

### BASIC FEES FOR INDIVIDUAL MEMBERSHIPS

- A. **Gate combo for use of Arena**  
Yearly membership fee of \$25.00 is required. Fair Board is not responsible for Arena maintenance. **This fee will be due at the beginning of each year and is non-refundable**
- B. **Shooting Range Membership**  
Yearly membership fee of \$25.00 per individual or \$75.00 per household (up to 5) is required. Fair Board is not responsible for range maintenance. Shooting Range membership required that a separate application and rules page be signed. **This fee will be due at the beginning of each year and is non-refundable**

**During the winter months of Oct 1 – May 1  
there will be an additional fee of \$50.00 per event.**

## OUTDOOR BOOTHS

**A. Outdoor Booths**

10 ft x 10 ft space - \$50.00 per event up to 2 days. More than 2 days is @20.00 extra per day – maximum 7 days. There will be a \$100.00 deposit for all booths and private exhibitors.

**B. Booth Site**

The site for the booth setup will be established through mutual agreement between the Fair Board and the Booth Operator. Space requested that are larger than 10 ft x 10 ft and/or large equipment exhibits, and displays will be negotiated with the Fair Board.

**C. Booth Operators**

Booth Operators must remain within their booth during sales and/or promotional operations. Any disruptions to fairgrounds activities by the Booth Operator and/or its employees will result in the operator being asked to leave the premises immediately without refund of fees paid.

**D. Damage and Cleaning Deposits**

Deposits will be refunded after inspection by a Fair Board Representative. Use fees will not be refunded at anytime or under any circumstances. No subletting of Booths is permitted.

**E. Utilities**

Presently, only electric outlets and water hose are available

## INDOOR BOOTHS

**A. Indoor Booths**

10 ft x 10 ft space - \$75.00 per event up to 2 days. More than 2 days is \$20.00 extra per day – maximum 7 days. Restrictions may apply due to space limitation sand the type of event being conducted.

**B. Booth Site**

The site for the booth setup will be established through mutual agreement between the Fair Board and the Booth operator. Space requested that are larger than 10 ft x 10 ft and/or large equipment exhibits, and displays will be negotiated with the Fair Board.

**C. Booth Operators**

All booth operators and/or employees must remain within the confines of their booth during all sales. Any disruptions to fairgrounds activities by the Booth Operator and/or its employees will result in the operator being asked to leave the premises immediately without refund of fees paid.

**D. Damage and Cleaning Deposits**

Deposits will be refunded after inspection by a Fair Board Representative. Use fees will not be refunded at any time or under any circumstances. No subletting of Booths is permitted.

**E. Utilities**

Presently, only electric and water hookups are available

## RODEOS

**F. Stock Pens**

3 Panel pens for overnight stock are \$10.00 per night per animal. NO private pens will be permitted unless stalls or pen panels are not available.

**G. Arena Maintenance**

During events, arena maintenance will not be supplied by Fair Board.

## CHECKLIST TO BE COMPLETED PRIOR TO DEPOSIT RETURN

Any and all persons responsible for the Dolores County Fairgrounds must use this check list and initial all tasks completed in order to receive deposit money back. These conditions apply to all individuals, organizations, clubs, leaders, etc. Thank you for your cooperation!

Cleaning supplies including brooms, dust pans are located in the storage closet in the off the big room. Cleaning supplies including smaller broom, dustpan, trash bags, clean rags, and cleaning solution are located in the kitchen.

**ASK PEOPLE TO POOR LIQUID OUT OF CUPS BEFORE THROWING AWAY!**

Decorations – no nails/push tack allowed in foam insulation, **HOOKS AT THE TOP OF TIN IS AVAILABIALBLE PLEASE USE ONLY THEM** and all tape, etc. must be removed.

Kitchen: Wash all dishes and put back where they go. Wipe counters/tables, stove, and refrigerator. Sweep kitchen floor.

Bathrooms: Flush all toilets and urinals. (Clean sinks, empty all trash cans and replace liners, and pick up all messes.

Clean all tables and chairs and ask if we want them put away or left. Also please use the table and chair rack when putting them away. I you use extra chairs, please count them and put all of them back in Conex.

Empty all trash cans and replace liners. Sacked trash should be put in the big dumpster outside and not left in the building.

Sweep all floors brooms in the Storage closet. Mop if nesscary!

Turn off all lights.

Shut and lock all windows make sure all doors are locked. In summer the outside bathroom door is left unlocked for access to people using arena & shooting range!

Please make arrangements to give any keys back and pick up deposit if the terms of this. contract have been met.

Signature of tasks completed: \_\_\_\_\_

**Thank you for your help in keeping the building looking nice!**