

Approved by: _____ Date: _____

Fremont County Application Form Pathfinder Regional Park Facility

(Revised August 2021)

This form must be completed, in its entirety and turned in (with applicable deposit or fees and Certificate of Liability Insurance) to Fremont County before an event can be scheduled, or held. The user MUST read and agree to ALL "Facility Usage Policies and Agreements."

One (1) event per application. No multiple day uses unless the days are consecutive.

Group: _____ Contact Person: _____ Phone: _____

Sponsor/Person in charge (over 21 years of age): Name: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Event/ Use: _____

Date(s) of Event: _____

Begin Time: _____ End Time (including clean up): _____ Projected Attendance: _____

The following items are required for public events being held at Pathfinder Regional Park (use separate sheet of paper, if needed).

Parking Control Plans: _____

Security Plans (requires notification to the Fremont County Sheriff's Department): _____

Proposed equipment/vehicles to be used in arena (if equipment/vehicles do not belong to Fremont County):

Proper fees and Certificate of Insurance MUST be attached for rental to be approved.

Facility Deposit / Fees Collected (at time of approval): Paid: _____ Check#: _____ Cash: _____ Date: _____

Total fees due (from page 2): \$ _____ Amount Pre-Paid: _____ Amount Due: _____

Balance Paid: \$ _____ Check #: _____ Cash: _____ Date: _____

(Group/Event) Certificate of Liability Insurance attached: YES NO

(Individual) Release/Waiver attached: YES NO

Keys and balance due are to be returned/paid immediately, or the next business day, following the event/use.

I hereby acknowledge I have read and agree to all relevant rules, regulations and policies contained within the Pathfinder Regional Park Facility Usage Policies and Agreement, as they relate to my event/use. Note: Only Fremont County tractors and/or equipment or equipment approved by Fremont County are allowed to perform work in the arena.

Signed: _____ Date: _____

Pathfinder Park Rental Fees

<u>Facility, Etc.</u>	<u>Deposit</u>	<u>Certificate of Insurance Required</u>	<u>Fee</u>	<u># of days</u>	<u>Fee</u>
Pathfinder Arena & Outside Festival Site					
Arena (Groups) *May include up to 5 dry camp sites dependent on event.	50% of estimated fees	Yes	\$150.00 per day \$100.00 per day (non-profit)		
Arena *Exclusive Use-Youth under 18 yrs. *Exclusive Use-over 18 yrs.	N/A	Parental Consent form required (under 18) Waiver of Liability form required (over 18)	\$150.00 per day (8 hours) \$100.00 per day (6 hours) \$50.00 per day (<6 hours)		
Arena Lights	N/A	N/A	\$30.00 per day		
Arena Preparation *Includes plowing and dragging the arena.	N/A	N/A	\$50.00 each time		
Warm-Up Arena *Includes dragging the area.	N/A	N/A	\$50.00 each time		
Water Arena	N/A	N/A	\$50.00 each time		
Grader and operator (Festival Site)	N/A	N/A	\$150.00 per request		
Festival Site (includes Pavilion) *Does not include the arena area; May include up to 5 free dry camp sites dependent on event.	50% of estimated fees	Yes	\$150.00 per day \$100.00 per day (non-profit)		
P.A. System (Announcer's Booth) *No portable system available.	Included with arena rental.	N/A	\$50.00 per use if facility not rented.		
Temporary Stall Use *3 night maximum	N/A	N/A	\$10.00 per stall /day		
Dry Camping *3 night maximum	Paid at time of application.	No	\$10.00 per night		
Community Center					
Auditorium (Exhibition Hall) (Capacity 500)	50% of estimated fees	Depends	\$300.00 per day \$250.00 per day (non-profit)		
Commercial Kitchen	50% of estimated fees	Depends	\$150.00 per day		
Meeting Room (up to 25 people)	50% of estimated fees	N/A	\$100.00 per day (8 hours) \$20.00 per hour (<8 hours)		
Miscellaneous Fees					
Cleaning/Damage Deposit *Arena *Festival Site *Community Center	Paid at time of application.	N/A	\$300.00 \$100.00 (non-profit)		
Labor cost per employee *Parks Employee (non-duty hours) *IT/Auditorium Support (non-duty hours)	N/A	N/A	\$40.00 per hour		
TOTAL FEES					

Notes:

- **Non-Profit Organizations are offered a reduced rate. Must provide documentation.**
- **Government Entities may be offered a reduced rate.**
- **Organizations renting the facilities more than 5x in a 6 month period may be offered a reduced rate equal to non-profit rates.**
- **Cleaning/Damage Deposit will be applied to total fees due upon closure of event, if no damage is ascertained; otherwise a refund will be requested as applicable.**