

Fairgrounds Statement of Policy

Everyone that uses the fairgrounds facilities will pay a user fee. This fee will be determined by what is used.

The Use Fee is to pay for upkeep of the facilities. Applications and fees will be paid to Musselshell County and contract signed before using any of the facilities. Applications will be handled through the Extension Office.

Money will have to be obtained from other sources for additions and major improvements.

Any outside money that is raised by an organization for improvements of the fairgrounds may be put to the use fee for that year if approved by the County.

Fairground facilities will be: Rodeo Arena, Roping Arena, Livestock Barns, Upper Quonset, 4-H Building or Bathrooms, Baseball Field, Cow Bells Corral, Concession Stands, Restrooms, Infield, Parking Areas and Stock Pens.

All concessions and moneymakers during a County sponsored activity will be let out by the Musselshell County. Musselshell County may sponsor concessions.

Two days after an event will be given for clean up. Money will be held out from the deposit for any damage or failure to clean the facilities. The user will be given the opportunity to fix or clean anything that does not meet standards. ~~The county will inspect the facilities before and after use.~~ The user is to report any items that may be out of order before they use the facilities to remove responsibility from the user for these items. The Commissioners approve repairs or their authorized agent may approve minor repair work (\$250.00 or less). The security deposit or balance, if any sums were withheld as provided above, will be refunded in the next County claim run after the final check out of the facility used.

The Permittee will agree to file with the County a certificate of a satisfactory liability insurance policy which will provide that both parties will be completely protected and not suffer any financial loss in the event of any action brought against either party for damages to persons or property. The liability insurance policy will be a minimum of \$100,000 for non-spectator and \$500,000 for spectator. All subleasing (concessions stand, etc.) must have a certificate of insurance also.

Cow Bells Campground is for public use. No activities will be allowed to close off the campground to the public, but activities are allowed in portions of the campground and a fee may be charged.

There will be no charges other than paying for actual expenses for charity functions. Charity functions are those where the proceeds are given to a no profit benefit. This activity must be approved by the Board of Commissioners.

Activities will be classified into two categories: **Major events that charge gate fees and non-profit minor events.** A function that qualifies as a non-profit minor event will be allowed to use the individual fee schedule listed below.

To qualify for a non-profit minor event, a group must meet the following:

1.) **No gate fee will be charged.**

Non-profit-Minor Events Per Day

Security deposit	Matches use fee
Rodeo Arena	\$100
Roping Arena	\$50
Upper Quonset	\$25
4-H Building or Bathrooms	\$40
Barns	\$50 each barn
Stalls in the barns may be rented	\$ 5 per day
Horses may be corralled in a corral	\$ 5 per night each
Note: This is meant for livestock traveling through, not livestock here for an event.	
Stage	\$40 plus \$25 labor
Cow Bells Campground (roped off area)	\$25
Concession Stand (under grandstand)	\$50
Bathrooms (under grandstand)	\$50
Baseball Field (Must get on Event Calendar and provide Insurance Certificate)	No Fee or Deposit

Major Events:

1.) **Gate fee is charged.**

All the facilities (1 st day)	\$400
(Every day after)	\$200
Deposit	\$500

Profit Use

All commercial uses of the fairgrounds will have a fee set after they have made application. The charge will consist of a use fee and a deposit. No less than 10% of the use fee will go to the maintenance fund.

*****Note for all events: Rest room facilities during the summer months only.**

Fairgrounds Use

Activity

Name of Organization:

Contact Person:

Phone #:

Date Needing Access:

Date Finished:

Facilities Needed:

Office Use - Combination Assigned:

APPLICATION TO USE MUSSELHELL COUNTY FAIRGROUNDS PROPERTY

Name of Applicant _____ Incorporated? _____

Address _____

Is the above a charitable or non-profit organization? _____

Is the membership composed of residents of Musselshell County? _____

If the members are not Musselshell County residents, where do they reside? _____

What Fairgrounds property is desired for use? _____

For what purpose would the property be used? _____

Dates the property would be used? _____

Will you be charging for any Fairgrounds facility? _____

If no admission charge, from what source will revenue be derived? _____

Will any funds obtained be for the personal use of an individual or group of persons? _____

Number of expected entries or participants. _____

Fee being charged per entry or participant. _____ Expected review from fees. _____

Is the applicant prepared to furnish a Liability Insurance Policy in the amount of \$500,000 to indemnify said organization, Musselshell County, and their officials and employees against any loss which might be sustained through court action or otherwise because of use of Fairgrounds property on the date here specified? _____

Name of insurance company. _____

Is the applicant in a position whereby a Cash Bond or its equivalent in the sum of \$ _____ could be posted with the Musselshell County Fair Board to reimburse said Fair Board for any clean up or damage which might be sustained because of use or occupancy of the property by the applicant? _____

Would the applicant agree to conform to the terms of any lease its officers might sign for the use of the property herein described? _____

Has applicant read the Fairgrounds Statement of Policy? _____

Does the applicant agree and understand that if this application is accepted, the applicant is subject to all the provisions and conditions of the Statement of Policy on use of the Fairgrounds? _____

Does the applicant agree to abide by said Statement of Policy? _____

Submitted by:

Name of Organization: _____

By: (signature) _____

Title: _____

Date: _____