APPLICATION TO RENT GILA COUNTY FAIRGROUNDS' FACILITIES

Name of Individual or Organization:	Cobre Valley Reg Med Center Foundation			
Address of Individual or Organization:	5880 S. Hospital Drive			
Function to be Held:	Art/Wine Auction			
Contact Person for Event:	Ellen Kretsch			
Telephone No.:	928-425-4495			
Date(s) Requested:	November 2, 2011	thru	Nov. 3, 2011	
Time of Event:	decorating	to	5-9 pm	
Estimate How Many People Will Attend Event:	200			
Liquor License No. and Sold by (Name):			Served only?	
Will this event be public or private?		Public		Private
If public, would you like this event listed on the Gila County Fairgrounds webpage?		Yes		No
Information to be posted on webpage:	Is there an entrance fee?		Yes	No
Adults: $ 10.00	Children: $		Seniors: $	

Which facility will be rented? Please check appropriate box, fill in # of days or hours and enter Total Fee(s).

BUILDINGS

[X] Exhibit Hall: The building is 60' x 120' (7200 sq ft) including kitchen and restrooms. Capacity is 480 people.

		Total Fee:
First Day of Event - $350.00		
Each Additional Day of Event - $250.00	Days	
($50.00 of cleaning deposit is non-refundable) Cleaning Deposit $150.00		
Key Deposit - $25.00		

[ ] Commercial Building: Capacity is 320 people.

First Day of Event - $200.00		
Each additional Day - $100.00	Days	

OUTDOOR FACILITIES

E.M.T. required for Go-Kart and all High Risk events. Horse Racing Events required to have ambulance and E.M.T.

[ ] ATV Grounds

$75.00 per day; $300.00 per week (5 days)	Days	

[ ] Rodeo Arena

First Day of Event - $1,200.00 + set up charges		
$ 150.00 for each additional day	Days	
$25.00 per hour for lights	Hours	

[ ] Grandstand Area

First Day of Event - $500.00		
$150.00 each additional day	Days	

[ ]	Livestock Shed A (60 x 120)	$150.00 per day	Days	
[ ]	Livestock Shed B (80 x 120)	$150.00 per day	Days	
[ ]	Livestock Shed C (30 x 120)	$150.00 per day	Days	
[ ]	Horse Stall(s)	$10.00 Each per day	EA Days	
[ ]	Car Track/Motor Cross	$150.00 per day	Days	
[ ]	Other Areas at Fairgrounds	$150.00 per day	Days	
			TOTAL FEE(S) DUE:	

POLICIES/PROCEDURES: Please read carefully.

1. Gila County requires the event sponsor/individual to provide security personnel for events where:
   a. Alcohol/liquor is served or sold;
   b. Events are offered for public attendance;
   c. More than 150 persons are expected to attend a private event;
   d. Under all other circumstances the event sponsor/individual will provide adequate security. It is understood that no security is provided by the County through the County;
   e. It is further understood that the event sponsor/individual is to exercise reasonable judgment regarding the number of security personnel needed for their event. **At a minimum no less than two (2) law enforcement officers are required for every 150 persons in attendance. At least one (1) officer must be an Arizona Post Certified Officer and the other may be a Gila County Sheriff Posse Reserve.**
2. If alcohol/liquor is sold or served, it is the Board's policy **not to allow alcohol/liquor outside the building**. Law Enforcement Officers have been instructed to enforce this policy.
3. All functions are to end by 12 midnight. This includes removing all personal property. Gila County will not be responsible or liable for any personal property left after the function ends.
4. The refundable portion of the cleaning deposit will be forfeit if the building is not cleaned or if there are any damages to the building or related equipment.
5. Prior to picking up the key from the Fairgrounds, all fees must be paid, arrangements for security secured, and certificate of insurance verified. **Fairgrounds Office (928-425-5924)** Open between the hours of 6:00 a.m. and 2:30 p.m.
6. Insurance is required for all individual events. Some County sponsored events or functions may be required to provide additional insurance. A copy of the insurance certificate is required 10 days prior to the date of the event.
7. No tape of any kind, nails, thumb tacks, or pins will be allowed on the walls for decorating.
8. All requests to waive rent for the Fairgrounds' facilities are forwarded to and approved by the Board of Supervisors. The event contact will be notified by mail of waiver status.
9. **The event contact person should communicate with Scott Marcanti at least ten (10) working days before the event to review facility setup.**
10. If you received this application by mail or download from the internet (www.gilacountyaz.gov), please mail the completed document with original signature to:

    Linda Rodriguez
    Administrative Manager
    1400 E. Ash St.
    Globe, AZ 85501

    Events may be scheduled up to two (2) years in advance. The Fairgrounds' Master Calendar is maintained and coordinated by **Linda Rodriguez**. Call 928-402-4344 to request the availability of specific dates and times.
11. Gila County reserves the right to unilaterally cancel a reservation for the Fairgrounds' facility due to unforeseen circumstances, such as damages from natural or man-made causes. A full refund will be issued to the reserving party if another suitable Fairgrounds' facility cannot be substituted.
12. The Fairgrounds Foreman will have the right to review concurrently scheduled events for appropriateness, compatibility and safety. Alternate event dates will be offered to all requesters if criteria cannot be satisfied.
13. Rental rates for Fairgrounds' facilities shall be based on the Fairgrounds' Rate Schedule in effect on the date the approval is given by the Board of Supervisors.

I have read and understand this application:

Applicant Signature:	Ellen Krutsch	Date:	4/12/11

(Do not write below this line)

E.M./F.G. Checklist:							
Conflict with dates:		Rental Fees:		Security:		Insurance:	
		Approved:				**Disapproved:**	
Signature:						5-12-11	
					Fairgrounds Personnel Signature	**Date**	
Signature:							
					Chairman Gila County Board of Supervisors	**Date**	

APPLICATION FOR SECURITY AT THE GILA COUNTY FAIRGROUNDS FACILITY

Name of Individual or Organization:	Cobre Valley Regional Med. Center Foundation	
Address of Individual or Organization:	Hospital Drive	
Function to be Held:	Art/Wine Auction	
Contact Person for Event:	Ellen Kretzch	
Telephone Number:	(928) 425-4495	
Date(s) Requested:	11-3-11	
Time of Event:	Start: 5pm	End: 9pm
Estimate How Many People Will Attend Event:	200	
Will Liquor Be on the Premises:	Yes ☒	No ☐
Where Will Event Be Held:	Exhibit Hall ☑	Commercial Bldg. ☐
	Rodeo Arena ☐	Grandstands ☐
	Other Area:	
How Many AZ Post Certified Officers Needed:		
How Many Sheriff's Office Reserves Needed:		

I verify that the information I have provided is accurate and complete. I understand that it is my responsibility to notify **Linda Rodriguez** (928-402-4344) and the **Detective Johnny Holmes** from the Sheriff's Office (928 701-1010) of any cancellations or changes in this application.

Applicant Signature: Ellen Kretzch Date: 5/5/2011

(DO NOT WRITE BELOW THIS LINE)

Security Will Be Provide for the Above Event and Date:		YES ☒	NO ☐
Name of Officers Who Will Provide Security:			
Virgil Dodd			
Name of Reserves Who Will Provide Security:			
ART Wilder			

I verify that the above Officers and Reserves have been scheduled to be present as security for the event and event date listed above.

Johnny D. Holmes #413
Sheriff's Office Representative

05/12/11
Date