

APPLICATION TO RENT GILA COUNTY FAIRGROUNDS' FACILITIES

Name of Individual or Organization:		Cobre Valley Regional Medical Center Foundation			
Address of Individual or Organization:		5880 S. Hospital Drive			
Function to be Held:		Art and Wine Auction			
Contact Person for Event:		Evelyn Vargas			
Telephone No.:		928-402-1230			
Date(s) Requested:		October 28, 2013	thru	November 2, 2013 (cleanup day)	
Time of Event:		6 pm, November 1, 2013	to	Approximately 9:30 pm	
Estimate How Many People Will Attend Event:		300			
Liquor License No. and Sold by (Name):		CVRMC Foundation, license pending		Served only?	
Will this event be public or private?		<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Private		
If public, would you like this event listed on the Gila County Fairgrounds webpage?		<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	
Information to be posted on webpage:		Is there an entrance fee?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Adults:	\$ 15.00	Children:	\$ N/A	Seniors:	\$ 15.00

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

BUILDINGS

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
 (\$50.00 of cleaning deposit is non-refundable) Cleaning Deposit \$150.00
 Key Deposit - \$25.00

Days	
	\$150.00
	\$25.00
Days	

Commercial Building: Capacity is 320 people.

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

* Waiver Request Attached

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
 \$25.00 per hour for lights

Days	
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

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/traffic control personnel for events where:
 - a. Alcohol/liquor is served or sold;
 - b. Events are offered for public attendance;
 - c. More than 480 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/traffic control personnel needed for their event. **At a minimum no less than two (2) law enforcement officers are required for every 480 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 Gila County Board of Supervisors' 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 Gila County Board of Supervisors. The event contact will be notified via phone, cell phone, or e-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. The event application may be downloaded from the internet (www.gilacountyaz.gov) and/or completed on line, and e-mailed to lrodriguez@gilacountyaz.gov or mail original to:
Linda Rodriguez, Administrative Manager
1400 E. Ash Street, Globe, AZ 85501
11. 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.
12. 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.
13. 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.
14. Rental rates for Fairgrounds' facilities shall be based on the Fairgrounds' Rate Schedule in effect on the date the approval is given by the Gila County Board of Supervisors.

I have read and understand this application:

Applicant Signature:	<i>Evelyn H. Vargas</i>	Date:	4/17/2013
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(Do not write below this line)

E.M./F.G. Checklist:			
Conflict with dates:	Rental Fees:	Security:	Insurance:
	Approved:		Disapproved:
Signature:	<i>Steve Stratton</i>		6/18/13
	County Personnel Signature		Date
Signature:			
	Chairman		Date
	Gila County Board of Supervisors		

APPLICATION FOR SECURITY AT THE GILA COUNTY FAIRGROUNDS FACILITY

Name of Individual or Organization:	Cobre Valley Regional Medical Center Foundation	
Address of Individual or Organization:	5880 S. Hospital Drive	
Function to be Held:	Annual Art and Wine Auction	
Contact Person for Event:	Evelyn Vargas, Jessica Morgan - Assistant	
Telephone Number:	(928) 402-1230	
Date(s) Requested:	Friday, November 1, 2013	
Time of Event:	Start: 6:00 pm	End: Approximately 9:30 pm
Estimate How Many People Will Attend Event:	300	
Will Liquor Be on the Premises:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Where Will Event Be Held:	Exhibit Hall <input checked="" type="checkbox"/>	Commercial Bldg. <input checked="" type="checkbox"/>
	Rodeo Arena <input type="checkbox"/>	Grandstands <input type="checkbox"/>
	Other Area:	
How Many AZ Post Certified Officers Needed:	2 /	
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 (928 812-0828) of any cancellations or changes in this application.

Applicant Signature: Evelyn A. Vargas

Date: 4/17/2013

(DO NOT WRITE BELOW THIS LINE)

Security Will Be Provide for the Above Event and Date:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Name of Officers Who Will Provide Security:	<u>Gabe Valenzuela</u>	
Name of Reserves Who Will Provide Security:	<u>Bill Newton</u>	

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 Holmes #413
Sheriff's Office Representative

06/20/13
Date