

Queen Dagent  
April 11-12 2014



## Welcome to the Gila County Fairgrounds Use Application and Policy

For your convenience, this document is in PDF format (free Adobe Reader or equivalent is needed to fill out application on line). Please print application, sign, and mail or hand-deliver original to:

Nicole Weaver  
Administrative Clerk Specialist  
Facilities Management  
928-402-4368  
[fairgrounds@gilacountyaz.gov](mailto:fairgrounds@gilacountyaz.gov)

If you have questions regarding the application you may e-mail or call Nicole Weaver at (928) 402-4368 for assistance.

## APPLICATION TO RENT GILA COUNTY FAIRGROUNDS' FACILITIES

|   |    |                              |           |                              |     |   |     |
|---|----|------------------------------|-----------|------------------------------|-----|---|-----|
| Name of Individual or Organization:   |    | Gila County Rodeo Committee  |           |                              |     |   |     |
| Address of Individual or Organization:  |    | P.O. Box 1538 Globe, Arizona |           |                              |     |   |     |
| Function to be Held:  |    | Rodeo Queens Pageant         |           |                              |     |   |     |
| Contact Person for Event:   |    | Charles Brewer               |           |                              |     |   |     |
| Telephone No.:  |    | (928) 200-1237               |           |                              |     |   |     |
| Date(s) Requested:  |    | April 11, 2014               |           | thru                         |     | April 12, 2014  |     |
| Time of Event:  |    | 8 AM                         |           | to                           |     | 5 PM  |     |
| Estimate How Many People Will Attend Event:   |    | 175                          |           |                              |     |   |     |
| Liquor License No. and Sold by (Name):  |    |                              |           |                              |     | Served only?  |     |
| Will this event be public or private?   |    |                              |           |                              |     | Public <input checked="" type="checkbox"/> Private <input type="checkbox"/> |     |
| If public, would you like this event listed on the Gila County Fairgrounds webpage? |    |                              |           |                              |     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>         |     |
| Information to be posted on webpage:  |    | Is there an entrance fee?    |           | Yes <input type="checkbox"/> |     | No <input checked="" type="checkbox"/>                                      |     |
| Adults:   | \$ | N/A                          | Children: | \$                           | N/A | Seniors:  | \$  |
|   |    |                              |           |                              |     |   | N/A |

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   | \$350.00 |
| Each Additional Day of Event - \$250.00                                   |          |
| (\$50.00 of cleaning deposit is non-refundable) Cleaning Deposit \$150.00 | 150.00   |
| Key Deposit - \$25.00   | 25.00    |

**Commercial Building:** Capacity is 320 people.

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

### 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 | 1200.00 |
| \$ 150.00 for each additional day                |         |
| \$25.00 per hour for lights                      | 25.00   |

**Grandstand Area**

|                               |        |
|-------------------------------|--------|
| First Day of Event - \$500.00 | 500.00 |
| \$150.00 each additional day  |        |

**Livestock Shed A (60 x 120)**

|                  |        |
|------------------|--------|
| \$150.00 per day | 150.00 |
|------------------|--------|

**Livestock Shed B (80 x 120)**

|                  |        |
|------------------|--------|
| \$150.00 per day | 150.00 |
|------------------|--------|

**Livestock Shed C (30 x 120)**

|                  |        |
|------------------|--------|
| \$150.00 per day | 150.00 |
|------------------|--------|

**Horse Stall(s)**

|                      |       |
|----------------------|-------|
| \$10.00 Each per day | 10.00 |
|----------------------|-------|

**Car Track/Motor Cross**

|                  |        |
|------------------|--------|
| \$150.00 per day | 150.00 |
|------------------|--------|

**Other Areas at Fairgrounds**

|                  |        |
|------------------|--------|
| \$150.00 per day | 150.00 |
|------------------|--------|

**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 further understood that the number of security/traffic control personnel needed for the event will be determined by Detective Johnny Holmes. **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 there are any damages to the building or related equipment.
5. Prior to picking up the key from the Public Works Facilities Department, all fees must be paid, arrangements for security secured, and certificate of insurance verified. Public Works Facilities Department' hours from 8am to 5pm, phone number 928-402-4368.
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 fees for the use of the Fairgrounds' facilities must be submitted 30 days in advance in written form 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 Nicole Weaver (928) 402-4368 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](http://www.gilacountyaz.gov)) and completed on line, print, and mail original to:  
**Nicole Weaver, Admin. Clerk Specialist**  
**745 N. Rose Mofford Way, Globe, AZ 85501**
11. Events may be scheduled up to two (2) years in advance. The Fairgrounds' Master Calendar is maintained and coordinated by **Nicole Weaver**. Call 928-402-4368 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 simultaneously 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>Charles D. Brown</i> | Date: | 1-22-2014 |
|----------------------|-------------------------|-------|-----------|

(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>            |           | 2/27/14      |
|                      | 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:         | GILA COUNTY RODEO COMMITTEE                      |   |
| Address of Individual or Organization:      | P.O. Box 1538 Globe, Arizona 85502               |   |
| Function to be Held:                        | RODEO QUEEN DESCENT                              |   |
| Contact Person for Event:                   | Charles Brown                                    |   |
| Telephone Number:                           | (928) 200-1237                                   |   |
| Date(s) Requested:                          | April 11, 12, 2014                               |   |
| Time of Event:                              | Start: 8 AM                                      | End: 5 PM                                 |
| Estimate How Many People Will Attend Event: | 175  |   |
| Will Liquor Be on the Premises:             | Yes <input type="checkbox"/>                     | No <input checked="" type="checkbox"/>    |
| Where Will Event Be Held:                   | Exhibit Hall <input checked="" type="checkbox"/> | Commercial Bldg. <input type="checkbox"/> |
|   | Rodeo Arena <input checked="" type="checkbox"/>  | Grandstands <input type="checkbox"/>      |
|   | Other Area:                                      |   |
| How Many AZ Post Certified Officers Needed: | 0  |   |
| How Many Sheriff's Office Reserves Needed:  | 0  |   |

I verify that the information I have provided is accurate and complete. I understand that it is my responsibility to notify Nicole Weaver (928-402-4368) and Detective Johnny Holmes from the Sheriff's Office (928 812-0828) of any cancellations or changes in this application.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

(DO NOT WRITE BELOW THIS LINE)

|  |                              |                             |
|--|------------------------------|-----------------------------|
| Security Will Be Provide for the Above Event and Date: | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Name of Officers Who Will Provide Security:            |                              |                             |
|  |                              |                             |
|  |                              |                             |
|  |                              |                             |
| Name of Reserves Who Will Provide Security:            |                              |                             |
|  |                              |                             |
|  |                              |                             |
|  |                              |                             |

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

\_\_\_\_\_  
Sheriff's Office Representative

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date