

**13% REDUCED
RATES FOR
2011**

Receptions, Parties, Reunions, Shows

We've got the building to meet your needs!

Call the El Paso County Fair & Events Complex
to reserve yours today!



Swink Hall

100' x 60' Tile floor ADA Accessible Capacity: 300

Rental Fees include: 120 chairs, 20 tables, a large commercial kitchen with 2 gas stoves/ovens, griddle, refrigerator and freezer, preparation area and serving windows, restrooms.

Rental Fees: Non-profit \$239.00/day \$152.00 deposit

Commercial \$357.00/day \$231.00 deposit



Whittemore Building

100' x 125' concrete floor ADA Accessible Capacity: 800

Rental Fees Include: 30 Tables, 200 chairs, restrooms and showers.

Rental Fees: Non-profit \$265.00/day \$174.00 deposit

Commercial \$409.00/day \$265.00 deposit



Owens Livestock Arena

200' x 154' dirt floor ADA Accessible

Restrooms, showers, sound system, arena panels, 240 seat bleachers

Swine & Sheep Barns: 200' x 20' includes seasonal wash racks

Rental Fees: Non-profit \$239.00/day \$152.00 deposit

Commercial \$357.00/day \$231.00 deposit



Exhibit Hall

30' X 84' Cement floor ADA Accessible Capacity: 158

Rental includes: 10 Tables, 60 chairs, restroom.

Rental Fees: Non-profit \$117.00/day \$78.00 deposit
Commercial \$183.00/day \$117.00 deposit



Pavilion

25' X 35' Cement floor ADA Accessible

Rental includes: electric, 1 grill and 2 picnic tables. (additional tables upon request)

Rental Fees: Non-profit \$100.00/day \$75.00 deposit
Commercial \$150.00/day \$100.00 deposit



Grandstand Building

220' X 50' Concrete Floor ADA Accessible Capacity: 550

Rental includes: 15 picnic tables, restrooms.

Rental Fees: Non-profit \$117.00/day \$78.00 deposit
Commercial \$183.00/day \$117.00 deposit



Grandstand / Rodeo Arena / Race Track

Grandstands 240' X 90' Arena 250' X 100' Capacity: 3380 under cover

Rental includes: Sand based arena, Rodeo office, bucking chutes, 20 holding pens, quarter mile dirt track.

Rental fees: Non -profit \$239.00/day \$155.00 deposit
 Commercial \$357.00/day \$232.00 deposit



Grandstand Kitchens (2)

16 X 30 foot

Rental includes: Health Department approved facility
 Equipped with Triple sink, refrigerators and a grill.
 Inside and outside serving windows

Rental fees: Non-profit \$113.00/day \$70.00 deposit
 Commercial \$178.00/day \$113.00 deposit

**A commercial event is one conducted by promoters/businesses that are using the facility for commercial purposes.
 Examples include: ticketed events; merchandise sales, class instruction, and other for-profit special events.**



Special Event Request



Please fill out this form completely. Allow at least 2 weeks for response. Any activities or equipment not included will not be approved.

Organization Name:	Event Coordinator:
Phone Number:	Fax Number:
Mailing Address:	

Type of Event

Date(s) of Event:	<u>Start and End Time</u> (include set up and clean up):
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Park Requested: FAIRGROUNDS	Facilities Requested:
Number of People (Participants and Spectators):	

Is your organization a Non-Profit? (Please attach evidence of non-profit status to qualify for non-profit fees)
 Yes No

Is your event considered commercial? (Commercial = The use of a park or portion thereof for an activity for which a fee or admission is charged, donations are taken, sales are made, a class or course of instruction for which a fee is charged, a franchise or concession for the purpose of commercial movie making, or any other activity from which monetary benefit is to be derived directly or indirectly.)
 Yes No

CAMPING : If your event requests camping by the participants, it is the Event Coordinators responsibility to make arrangements with the Fair and Event Complex facility, coordinate staging of campers and collect all required camping fees in advance of the event. Contact the Complex office for more information.

VENDORS: If your event is having commercial / food vendors, it is the Event Coordinators responsibility to make arrangements with the Fair and Event Complex facility, enforce that the proper permits / licenses are current and provide copies to the Complex office along with the required fees in advance of the event. Contact the Complex office for more information.

What type of equipment do you plan to bring to the park?
 Bounce Room Dunk Tank Petting Zoo Pony Rides
 Generator Folding Chairs (#_____) Canopy (size _____) Tent (size _____)
 PA System Any item that needs to be staked into the ground ___
 Other, please explain _____

Please give any other details of the event and the equipment needed that has not been mentioned. Attach additional sheet if necessary. **Anything not mentioned on this application will not be allowed.**

CONTINUED ON REVERSE SIDE

By signing below, I hereby agree to abide by all El Paso County Park Rules and Regulations and any specific Special Event Rules as set forth on this permit. I am aware that violating any park rule may result in the loss of my reservation, the forfeiture of my deposit, the imposition of clean-up fees or any applicable fines, or any combination thereof. To the extent authorized by the law, I shall defend, indemnify and hold El Paso County free and harmless from and against any and all liabilities, demands, claims, damages, legal suites, judgments, and decrees, and Court awards including costs, expenses, and attorney fees, on account of injuries to or death of any person or persons, including myself, or damage to any property arising out of or related to my intentional or negligent acts, errors, or omissions or those of my agents, officers, servants and employees, subcontractors or assignees, whether contractual or otherwise, while using park facilities pursuant to the permit. Nothing in this section shall be deemed to waive or otherwise limit the defenses available to the County pursuant to the Colorado Governmental Immunity Act or otherwise proved by law.

Permit Holder:

If this permit is unsigned by the applicant because the reservation was made online, by phone or due to other circumstances, the applicant will be deemed to have agreed to and accepted the provisions of the preceding paragraph unless the permit is returned in it's entirety to the El Paso County Parks and Leisure Services Department prior to the date for which the permit was issued.

A FINAL WALK THROUGH AND FINAL PAYMENTS ARE REQUIRED NO LESS THAN TEN (10) DAYS PRIOR TO EVENT. THIS IS BY APPOINTMENT ONLY. PLEASE CALL THE FAIR & EVENTS COMPLEX OFFICE AT (719) 520-7880 TO SCHEDULE THIS APPOINTMENT.

Signature of Applicant	Date:
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Department Use Only		
Rental Fee	Deposit (separate Check-refundable)	Insurance

Thank you for choosing the El Paso County Fair & Events Complex
 366 10th Street Calhan, Co. 80808
 (719) 520-7880 Fax (719) 520-7883
www.elpasocountyfair.com