

Office Use Only:

Approved by: _____ Date: _____

Pathfinder Regional Park Facility Use Application Form Fremont County

(Revised March 27, 2018)

This form must be completed and turned in (with applicable deposit and fees) at the Fremont County Administration Office located at 615 Macon Ave., Room 106, Cañon City, CO before an event/use can be scheduled. The office is open Monday – Thursday from 7:00 a.m. to 5:00 p.m. The user **MUST** read and agree to ALL “Facility Usage Policies and Agreements”.

One (1) event per application. No multiple day uses unless the days are consecutive.

Group: _____ Contact Person: _____ Cell Phone: _____

Sponsor/Person in charge (over 21 years of age): Name: _____ Cell Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Event/ Use: _____

Date(s) of Event/Use: _____

Time In: _____ Time Out (including clean up): _____ Projected Attendance: _____

The following items are required for public events being held at Pathfinder Regional Park (use separate sheet of paper).

Parking Control Plans:

Security Plans (must notify the Fremont County Sheriff’s Department):

Proposed equipment/vehicles to be used in arena:

For Office Use Only: Proper fees and Certificate of Insurance MUST be attached for rental to be approved)

Facility Deposit (if required) Paid: \$100.00 Check # _____

Total fees (from page 2 of form): \$ _____ Amount Pre-Paid: _____ Check # _____ Date: _____

Balance of fees determined after event if different: \$ _____ Balance Paid: _____ Check # _____ Date: _____

(Group/Event) Certificate of Insurance attached: YES NO

(Individual) Release/Waiver attached: YES NO

Keys and payment for arena use MUST be turned in to the Administration Office the first business day after your event!

I hereby acknowledge that I have read and agree to all relevant rules, regulations, and policies in the Pathfinder Regional Park Facility Usage Policies related to my proposed event. Note: Only Fremont County tractors and/or equipment or equipment approved by Fremont County are allowed to perform work in the arena.

Signed: _____ Date: _____

Pathfinder Park Rental Fees

<u>Facility, Etc.</u>	<u>Deposit</u>	<u>Certificate of Insurance Required</u>	<u>Fee</u>	<u>Hours or days Used</u>	<u>Fee</u>
Outdoor Arena (Groups) For events 2 days or more, includes up to 5 free dry camp sites for event staff. Additional sites \$10.00 per day.	\$100.00	Yes	\$10.00 per hour		
Outdoor Arena (Exclusive Use) (Youth under 18 yrs.)	N/A	No, must have signed Parental Consent form	\$10.00 per hour		
Outdoor Arena (Exclusive Use) (Individuals 18 and older)	N/A	No, must sign release form	\$10.00 per hour		
Arena Lights	N/A	N/A	\$60 for 1 st hour, \$30 for each additional hour		
<u>Work arena with tractor</u> Only Fremont County equipment or equipment approved by Fremont County allowed in arena!	N/A	N/A	\$50.00 each time		
Water arena	N/A	N/A	\$50.00 per watering		
Grader and operator (Outside arena only)	N/A	N/A	\$150.00 per request		
Festival Site Includes up to 5 free dry camp sites for event staff. Additional sites \$10.00 per day.	\$100.00	Yes	\$150.00 per Calendar day		
Festival Site (Non-profit) Includes up to 5 free dry camp sites for event staff. Additional sites \$10.00 per day.	\$100.00	Yes	\$100.00 per Calendar day		
Arena Public Address System in Announcer's Booth (No portable system available)	<u>Included with facility rental</u>	N/A	\$50.00 per use if facility not rented		
Temporary Stall Use	Included with facility rental	N/A	\$10.00 per stall /day (3 night maximum)		
Dry Camping (RV, Trailer, etc)	None	No	\$10.00 per camper/night (3 night maximum)		
Tent Camping	None	No	\$10.00 per tent/night (3 night maximum)		
Labor cost per employee	N/A	N/A	\$25.00 per hour		
xxxx	xxxxx	xxxxx	xxxxx	<u>TOTAL FEES</u>	

This form may be submitted hard copy to Fremont County Administration, 615 Macon Avenue, Room 106, Canon City, CO 81212; scan and email to PathfinderPark@fremontco.com; or fax to 719-276-7412.