

Approved _____	Disclaimer: Fremont County reserves the right to disapprove applications for use, based on previous rentals or for other reasons not specifically stated herein.	Paid in Full	Event Date: _____
Disapproved _____		Balance Due: _____	
Reason _____		Due By: _____	

Application for Use



EVENT TITLE:	_____
EVENT ORGANIZER:	_____
TYPE OF EVENT: PUBLIC/PRIVATE	_____
EVENT DATE / SET UP TIME:	_____
ACTUAL START /END TIME:	_____

The tenant acknowledges they have read and agree to all aspects of the "Facility Usage Policy and Agreement." _____

KEY CONTACTS			
Name	Phone	Address	Email

Venues / Spaces		
Venue	Details	Initial to Reserve
Auditorium - Schedule A	Seats up to 500 people. Requires \$500 damage/cleaning deposit + 50% rental fees	
Meeting Room - Schedule B	Seats up to 25 people. Requires \$100 damage/cleaning deposit + 50% of rental fees	
Commercial Kitchen - Schedule C	Requires \$200 damage/cleaning deposit + 50% of rental fees	
Outdoor Arena - Schedule D	Requires \$500 damage/cleaning deposit + 50% of rental fees	
Covered Arena - Schedule E	Requires \$500 damage/cleaning deposit + 50% of rental fees	
Festival Site - Schedule F	Requires \$100 damage/cleaning deposit + 50% of rental fees	

Event Details and Needs			Checklist
Category	Amount	Notes	Checklist Items
Projected Attendance			Completed Application
Tables			Completed Schedule
Chairs			Certificate of Liability - Public Event
Audio/Visual/Projectors			Deposit
HDMI Cord			Balance Paid-10 days prior
Auxillary Cord			Special Event Liquor License - Public Event
Parking Control			Waiver of Liability - Arenas
Camping Spaces			Key Control Form
Panels			Damage/Cleaning Deposit Refund
Exhibitors/Vendors			
Tablecloths / Napkins			
Other			

I hereby acknowledge I have read and agree to all relevant rules, regulations and policies contained within the Pathfinder Regional Park Facility Usage Policies and Agreement, as they relate to my event/use. I agree to report any damage to equipment, space rental, or other to an Event Center employee immediately. I agree to treat all Event Center employees with the utmost respect.

Signature of Tenant Representative: _____ Date: _____

Event Center Employee: _____ Date: _____