

# JACKSON COUNTY FAIRGROUND RULES, DEPOSITS AND USER FEES

Any person(s), group or organization requesting authorization for use of any of the Fairground facilities must:

1. Schedule the event or use (48 hours in advance) on the Fairgrounds Schedule Calendar at the County Administrator's Office, 404 Fourth Street, P.O. Box 1019, Walden, CO 80480, telephone (303) 723-4660). Special Events take priority in scheduling over other users.
2. The following must be provided to the County Administrator's Office 48 hours in advance of use:
  - a) signed Hold Harmless Agreement, b) Certificate of Insurance which includes the county as a "Named Insured" to verify coverage for bodily injury and property damage in the amount of \$150,000/person - \$600,000/occurrence, c) damage/cleaning deposit and user fee payment (in two separate checks).
3. User fees (per day the event takes place) and damage/cleaning deposits must be paid per the following schedule: (All checks should be made payable to Jackson County.)
4. Upon approval by the Board of County Commissioners, an "ANNUAL USER FEE" may be paid according to the following schedule: \$300/club or organization/year + appropriate damage/cleaning deposit, \$300/family/year + appropriate damage/cleaning deposit, or \$125/individual/year + appropriate damage/cleaning deposit. **THIS ANNUAL USER FEE EXCLUDES SPECIAL EVENTS.** This annual user fee for clubs or organizations, individuals, and families **excludes** the use of the kitchen, announcer stand and PA system and traps at the shooting range.
5. Youth groups, governmental entities and organizations exempt at the discretion of the Board of County Commissioners.
6. User is responsible for all damages and cleaning charges over and above the damage/cleaning deposit.
7. All trash must be picked up and put in dumpsters and barrels; all facilities used must be left clean inside and outside. Clean-up must be completed in one week or prior to the next function, whichever comes first.
8. All water faucets, electric lights, and gas appliances must be turned off. Any opened windows must be closed, heat in Community Building should be turned down to 60°. **DO NOT** turn off main electrical breaker for community building. Instructions for lights are posted on breaker box.
9. Lock all doors, or padlocks, close all gates, and lock main gate to fairgrounds as you leave. **RETURN KEYS TO ADMINISTRATOR'S OFFICE.**
10. No unleashed dogs allowed on the grounds. No open fires allowed on the grounds.
11. Damage/cleaning deposit refunded upon check of the grounds by a Jackson County employee or a designated individual after use of the facility and cleanup. All damage repair completed by user must be accomplished in 30 days or less **AND** scheduled in cooperation with County Maintenance Supervisor. Any damage/cleaning deposits (checks held by the County) must be renewed every six months.
12. These rules are subject to change without notice and will be republished after major revisions.

## FEE SCHEDULE FOR VARIOUS FACILITIES

BUILDING	YOUTH GROUP	COUNTY RESIDENT GROUP	COMMERCIAL USER	NON-COUNTY NON-COMMERCIAL GROUP	INDIVIDUAL USER	DAMAGE / CLEANING DEPOSIT
QUONSET #1 OR #2 (EACH)	5	10	50	30	5/INDIVIDUAL	25
SPIKER BUILDING	5	10	50	30	5/INDIVIDUAL	25
BEEF BARN	5	10	50	30	5/INDIVIDUAL	25
INDOOR ARENA	10	25	100	50	5/INDIVIDUAL	150
OUTDOOR ARENA	5	10	50	30	5/INDIVIDUAL	25
MEETING ROOM	5	25	75	50	5/INDIVIDUAL	50
KITCHEN*	5	25	75	50	*	50
SPEAKER SYSTEM*	5	10	50	30	*	25
ANNOUNCER BUILDING*	5	10	50	30	*	25
TV & VCR (organized North Park Youth Groups exempt from fees)	5	5	5	5	5/INDIVIDUAL	25
CROWS NEST	5	10	50	30	5/INDIVIDUAL	25
OUTDOOR RESTROOMS (INCLUDES BOTH)	5	10	50	30	5/INDIVIDUAL	25
SHOOTING RANGE	5	10	50	30	5/INDIVIDUAL	25
ARCHERY BUILDING	5	10	50	30	5/INDIVIDUAL	25
SCALE	0	0	0	0	0	25
ALL FACILITIES (after review by the Board of County Commissioners)		185/DAY	635/DAY	480/DAY		500

FOR MORE INFORMATION CONTACT THE JACKSON COUNTY ADMINISTRATOR'S OFFICE-404 FOURTH STREET-WALDEN, COLORADO 80480 OR PHONE 303-723-4660. ORIGINALLY PREPARED BY THE JACKSON COUNTY FAIRGROUNDS COMMITTEE. APPROVED BY THE BOARD OF COUNTY COMMISSIONERS ON 8/27/84. AMENDED 8/19/85, 6/22/87, 2/19/91, 3/11/91, 3/24/92, 5/1 & 5/18/92, 6/1/92, 1/11/93, 2/1/93, 4/19/93, 3/1/95, 1/6/97, 3/30/01, 4/15/08