



745 N. Rose Mofford Way
Globe, Arizona 85501
Phone: (928) 402-4368 / Fax: (928) 425-8104
www.gilacountyaz.gov

GILA COUNTY FAIRGROUNDS USE APPLICATION

Special Events: Facility Rental

Level 2: Event Application

Event Level 2– An event for which the majority of these conditions are anticipated and/or is open to the public.

- Event will occur over a single or multiple day period.
- Event will bring in 300 to 850 people total.
- Admission or Entry Fees may or may not be charged.
- Event is open to the public. (Security Required)
- Moderate use of Gila County staff and equipment.
- Food will be sold
- Alcohol will NOT be sold or distributed.
- There will be live entertainment.
- Merchandise will be sold.
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Event Applications are processed in the order received. **Submitting this request does not guarantee dates or use of facility.** Applications must be submitted at least 60 days prior to the Event Date. If requesting an Adjustment of Fees, applications must be submitted at least 90 days prior to the Event Date. If any portion of the application is incomplete or requested information is not provided, **including the Event Deposit Fee of \$175**, the proposed Event WILL NOT be considered until a complete application is submitted. Full Payment will be required after a contract is issued.

Contact and Event Information

Event Title: _____

Applicant or Organization Name: _____

Website: _____

Address: _____

Contact Person for Event: _____

Contact Phone: _____ Contact Email: _____

Alternate Contact: _____ Phone: _____

Event Date(s): _____ Time: _____

Set Up Date: _____ Clean Up Date: _____

Type of Organization producing Event: For Profit _____ 501(c) _____ Non-Proft _____ Govt _____

Anticipated DAILY Attendance/Participants: _____ TOTAL Attendance: _____

What is the nature of the Event activities? _____



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Event Information

Facilities Requested:

ATV Grounds Car Track and/or Motor Cross
 Livestock Shed C Rodeo Arena Other Areas
 Commercial Building Exhibit Hall Grandstand Area
 Horse Stalls Livestock Shed A Livestock Shed B

Other Facility service or equipment needs not listed above (Additional fees may apply):

Alcohol is NOT PERMITTED at Level 2 Events.

Food will be SOLD at Level 2 Events.

Will there be any Food sold? Yes or No

If yes, you must contact the Gila County Health Department to obtain any permits or provide verification of food handlers cards and to submit a menu if required. The Health Department can be reached at 928-402-8811.

If you are collecting admission or registration/entry fees, please list all fees including discounts:

Adult: \$ _____ Child: \$ _____
Entry: \$ _____ Other: \$ _____

Event

Please describe your Event in detail and include any advertising materials and an event site plan/map/layout. (Attach a separate piece of paper if necessary.) _____

Please check all additional items that your Event will require and indicate how many of each:

Bar Bleacher Riser Chairs Curtains
 PA System Podium Stage Tables

Traffic and parking control may be deemed necessary at the sole discretion of Gila County Facilities. Traffic and parking control may require that fees be paid for said services. The Facility Renter is responsible for payment of all fees. This form is for application purposes only and does not guarantee the availability of either venue or dates requested.



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Which facility will be rented? Please check appropriate box, fill in # of days or hours and enter Total Fee(s).

(\$50.00 of cleaning fee is non-refundable)

DEPOSITS

Cleaning Fee - \$150.00		
Key Deposit - \$25.00		

BUILDING	
Exhibit Hall: The building is 30' x 120' (7200sq ft) including kitchen and restrooms. Capacity is 480 people.	

		Total Fee
First Day of Event - \$350.00		
Each Additional Day of Event - \$250.00	Days	

Commercial Building: Capacity is 320 people.

First Day of Event - \$200.00		
Each Additional Day of Event - \$100.00	Days	

OUTDOOR FACILITIES

E.M.T. required for Go-Kart and all High Risk events. Horse Racing Events are required to have an ambulance and E.M.T.

<input type="checkbox"/> ATV Ground	\$75.00 per day, \$300.00 per week (5 days)	Days	
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<input type="checkbox"/> Rodeo Arena	First Day of Event - \$1,200.00+set-up charges		
	\$150.00 for each additional day	Days	
	\$25.00 per hour for lights	Hours	

<input type="checkbox"/> Grandstand Area	First Day of Event - \$500.00		
	\$150.00 each additional day	Days	

<input type="checkbox"/> Livestock Shed A (60 x120)	\$150.00 per day	Days	
<input type="checkbox"/> Livestock Shed B (80 x120)	\$150.00 per day	Days	
<input type="checkbox"/> Livestock Shed C (30 x120)	\$150.00 per day	Days	
<input type="checkbox"/> Horse Stall(s) (per Stall)	\$10.00 per day	Days	
<input type="checkbox"/> Car Track and/or Motor Cross	\$150.00 per day	Days	
<input type="checkbox"/> Other Areas at Fairgrounds	\$150.00 per day	Days	

TOTAL FEE(S) DUE: \$

By signing and submitting the Event Application, the applicant vows that the information therein is complete and accurate. If determined that any information on the application is false or incomplete, such falsifications or incomplete information may result in refusal of the application for or cancellation of said event.

By signing below I attest to being aware that the associated documents (fees, rules, and policies) are available online at www.gilacountyaz.gov and in hard copy, if requested by calling Gila County Facilities Management at 928-402-4368. I understand it is my responsibility to read, ensure I understand, and uphold the Gila County Fairgrounds Facility Rental Policy and the Special Events – Facility Rules, Policies and Procedures.

Print Applicant Name: _____

Signature of Applicant: _____

Date: _____

(DO NOT WRITE BELOW THIS LINE)

County Review:					
Conflict with dates:		Rental Fees:		Security:	
				Insurance:	
Approved:			Disapproved:		
Signature:					
	County Personnel Signature				Date
Signature:					
	Chairman Gila County Board of Supervisors				Date