

# Equipment Request Form

Must be returned 45 days prior to event date

Group Name:

Contact Name:

Area:

Building:

Cell Phone:

Person In Charge Arrival Time:

Setup Date(s):

Event Date (s):

M\_\_\_T\_\_\_W\_\_\_TH\_\_\_F\_\_\_S\_\_\_SUN\_\_\_

List the number of items you will need (as close as possible) so we can make sure all the items you have requested are in the building for your set up. All rentals are from 7:30am to Midnight

**THE FAIRGOUNDS DOES NOT PROVIDE LADDERS OR EXTENSION CORDS**

QTY	Equipment	Rate Per	Used	QTY	Special Services	Rate Per	Used
	Additional Chairs	\$1			Arena Roll	\$395	
	Additional Tables	\$6			Arena Till	\$65	
	Animal Cages	\$3			Arena Tractor Drag	\$125	
	Barricades/ Cones	\$5			Arena Watering	\$50	
	Bleachers (Double set)	\$195			Fairgrounds PA	Free	
	Bleachers (Single set)	\$95			Horse Stalls	\$25	
	Flip Chart With Paper	\$5			Loaded ATM	Free	
	Lg. Concrete Barricades	\$50			Park Bench (concrete)	\$20	
	Picnic Tables	\$20			Park Bench (Metal)	\$10	
	Podium	\$15			Ticket Booth(Main Gate)	\$50	
	Powder River Panels	\$15			Ticket Booth	\$100	
	Sandwich Boards	\$10			Forklift & Tractor	TBD	
	Stage Per Section (8'x4')	\$20			2 yd Dumpster	\$60	
	Trash Cans	\$10			4 yd Dumpster	\$100	
	Wood Animal Panels	\$3			6 yd Dumpster	\$130	
	Wooden Trellis	\$45					
				<b>QTY</b>	<b>Setup Services</b>		
					Additional charge per item to have facility staff set up	<b>Rate Per</b>	<b>Used</b>
QTY	Electronics	Rate Per	Used				
	46" Flat Screen TV	\$30			Tables	\$2	
	Electrical Drop	\$210			Chairs	\$1	
	PA System (Permanet)	\$30			Stage Section	\$10	
	PA System (Portable)	\$50					
	Projector & Screen	\$40					
	Screen only	\$10					

**Additional Notes or Requests:**