



# Colorado State Fair

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## FACILITY RENTAL INFORMATION



1001 Beulah Avenue  
Pueblo, Colorado 81004  
719-404-2014

## **Colorado State Fairgrounds**

The Colorado State Fairgrounds boasts nearly 100 acres and 60 permanent structures. All year the Fairgrounds function as a multi-purpose entertainment complex. The largest permanent building is the State Fair Events Center. While the Events Center is usually known for hosting Hip Hop, Country and Rock n' Roll Concerts it is a versatile building capable of housing many different types of events. This diversity of function extends to the rest of the Colorado State Fairgrounds facilities. We are a full service facility capable of holding almost any sized group comfortably and safely. Whether it's your family reunion, equestrian event, RV rally or convention the Colorado State Fairgrounds is the perfect place for your event. In the following pages we have detailed information about the most frequently used facilities and entertainment areas that would most likely meet your needs.

### **COLORADO STATE FAIR FACILITY RENTALS STAFF**

**Adele McCanless, Sales & Rental Coordinator**

719-404-2049

[Adele.McCanless@state.co.us](mailto:Adele.McCanless@state.co.us)

**Contact for:**

Scheduling & booking events & space rentals for public and private functions, including rentals of the Horse Show Complex.

**Michelle Hines, Director of Operations**

719-404-2020

[Michelle.hines@state.co.us](mailto:Michelle.hines@state.co.us)

**Contact for:**

Event Services including setup and other facility questions/needs.

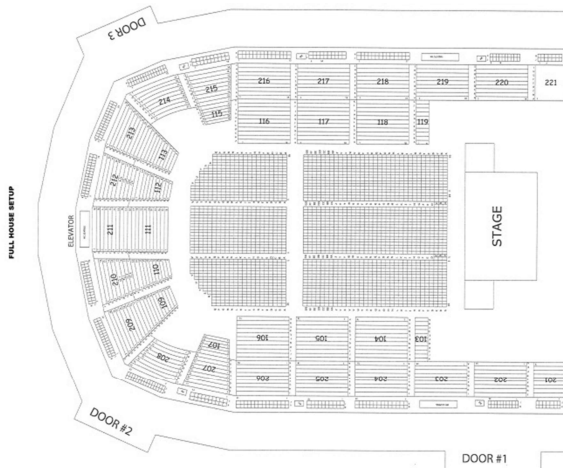
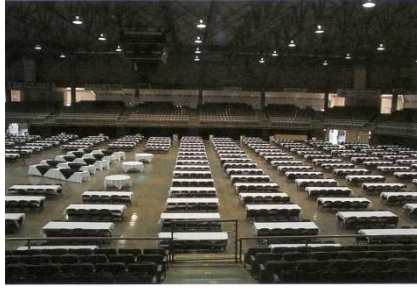
**For General Information:**

[www.coloradostatefair.com](http://www.coloradostatefair.com)

719-404-2014

[rentals@coloradostatefair.com](mailto:rentals@coloradostatefair.com)

## SOUTHWEST MOTORS EVENTS CENTER



The Events Center is located in the northwest corner of the Fairgrounds. Built in 1995, this climate-controlled indoor coliseum has been constructed to accommodate an extensive list of events and activities. High speed internet service is provided by Comcast and is available wired or wireless throughout the building. Please contact a rental coordinator for detailed building information and seating options.

**Rental Fees: Starting at \$3500 per event day**

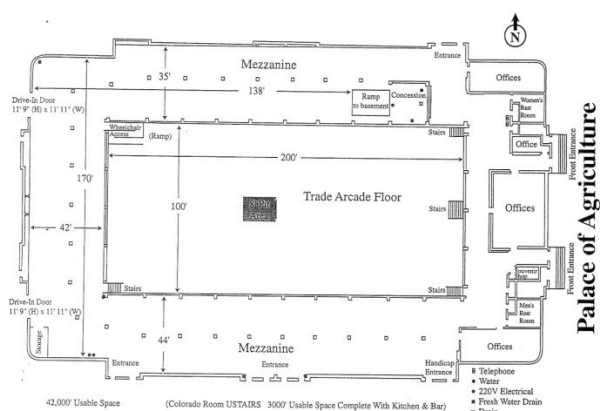
**Square footage:** Total 95,350; arena size 150' x 248'

**Capacity:** Up to 7,785 depending on the event setup; Upper bowl seating (permanent seating) 3,264; temporary/riser seating 1,978 (at full-house setup); Floor seating 2,543 (at full-house setup). Banquet seating capacity is 1000 on the floor with round and rectangular tables. Multiple seating options/capacities available.

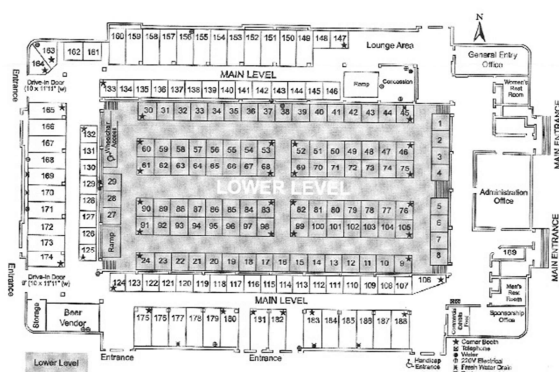
**Food/Beverage Service:** There is no catering contract in this building; renter may contract with one of our preferred on-grounds vendors or any caterer of their choice upon approval from the Fair's management. All concessions and alcohol service must be coordinated through the Fair for each event. No outside alcohol may be brought into this facility.



## PALACE OF AGRICULTURE



### INDOOR EXHIBIT AREA **Palace of Agriculture**



The Palace of Agriculture is located near the center of the Fairgrounds and contains both a mezzanine and main floor levels. Space combines versatility with convenience, allowing for small meeting areas, vast exhibit space, or large sit down dinners.

**Regular Daily rental fee: starting at \$2300.00**

**Usable square footage: 42,220**

**Capacity:** approx. 2,200 including tables or 5,000 seated auditorium style

**Catering/Concessions:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Concession services including alcohol service must be coordinated through the Fair for each event. No outside alcohol may be brought into this facility.

## 4-H DINING HALL



The 4H Dining Hall is located in the south east end of the Fairgrounds near the Beulah entrance. The large open space and commercial style kitchen make this a very popular building used for meetings, parties, dinners and small trade shows.

**Rental Fees: Starting at \$650 per event day**

**Square footage: 5760**

**Capacity:** 350 persons seated with rectangle tables; total seated capacity (chairs only – no tables) 822 persons.

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred on-grounds vendors or any caterer of their choice. Alcohol may be served in this building but the sale of alcohol is prohibited.

## 4-H AUDITORIUM



The 4H Auditorium is located in the south east end of the Fairgrounds near the Beulah entrance. The large open space, wood floors and built-in stage make this a popular venue for meetings, lectures, classes, parties, receptions, dance recitals and other musical or theater performances.

**Rental Fees: Starting at \$550.00 per event day**

**Square footage: 5917**

**Capacity:** 350 persons seated with rectangle tables; total seated capacity (chairs only – no tables) 771 persons.

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Alcohol may be served in this building but the sale of alcohol is prohibited.

## CREATIVE ARTS



The Creative Arts Building is located near the center of the Fairgrounds and is set in between Coca Cola Family Park and the Cultural Heritage Center. This building features a wood dance floor and built-in stage, painted concrete floors and “home-style” kitchen with all appliances. This building is great for large meetings, parties, receptions, dance recitals, musical or theater performances, small trade shows, or art exhibits.

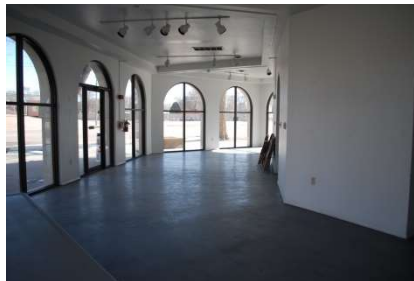
**Rental Fees: Starting at \$1,000.00 per event day**

**Square footage:** 16,740 total; 11,716 useable

**Capacity:** 750 (1039 if dance floor used for seating) persons seated with rectangle tables; total seated capacity (chairs only – no tables) 1673 persons.

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Alcohol may be served in this building but the sale of alcohol is prohibited.

## CULTURAL HERITAGE



The Cultural Heritage Building is located east of the Creative Arts Building and faces Triangle Park. The geometrically shaped center of this building is part of the oldest structure on the Fairgrounds. It has painted concrete floors and large windows. This building is great for small meetings, lectures, classes, parties, art shows, bridal/baby showers and luncheons.

**Rental Fees: \$275 per event day (includes tables & chairs for up to 50 guests)**

**Square footage:** 1711

**Capacity:** 50 persons.

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Alcohol may be served in this building but the sale of alcohol is prohibited.



## **THE PB&T PAVILION**



The PB&T Pavilion is located in the north east section of the Fairgrounds in between the Grandstand Arena and the Horseshow area. This structure has the benefits of an indoor venue with an outdoor feel and is perfect for barbeques, dances, receptions, parties or large meetings. Note: SEASONAL AVAILABILITY – Rentals are available May through September only.

**Rental Fees: Starting at \$1,000 per event day – includes tables/chairs/stage as existing in building**

**Square footage:** approx 15,000; useable space

**Capacity:** approx 800 persons seated with existing oblong tables; 1800 auditorium style (chairs only)

**Catering:** All food and beverage including alcohol service in this facility is contracted through Giodone's. No outside food or alcohol may be brought into this facility.

## **LIVESTOCK PAVILION**



The Livestock Pavilion is located south of the Southwest Motors Events center. This building is a large open space with asphalt floor, high ceilings and modern restroom facilities as well as covered barn areas with access to water and electric facilities. This structure is great for livestock shows, dog shows, swap meets, dances, trade shows or any casual social occasion.

**Rental Fees: Starting at \$1,000 per event day**

**Square footage:** approx 20,000 useable space indoors

**Capacity:** approx 800 persons seated with rectangle tables; up to 1800 auditorium style

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Concession services including alcohol service must be coordinated through the Fair for each event. No outside alcohol may be brought into this facility.

## **BUD LIGHT RODEO ARENA**



The Bud Light Rodeo Arena is located in the north east corner of the Fairgrounds just inside the main entrance to the Fairgrounds. This facility features grandstand and bleacher seating, a full size dirt arena, chutes and holding pens. Facility also includes a large stage structure, onsite box office and backstage parking with RV hookups. This facility is great for any kind of equestrian event, rodeo event, concert/music festival or motorsports such as demolition derby, monster trucks or motocross.

**Rental Fees: Starting at \$2000.00 per event day**

**Square footage:** Arena 49,300

**Capacity:** Grandstands and bleachers seat up to 3500 persons; arena capacity is up to 8000 standing room only.

**Catering:** There is no catering contract in this building; renter may contract with one of our preferred vendors or any caterer of their choice. Concession services including alcohol service must be coordinated through the Fair for each event. No outside alcohol may be brought into this facility.

## **HORSE SHOW COMPLEX**

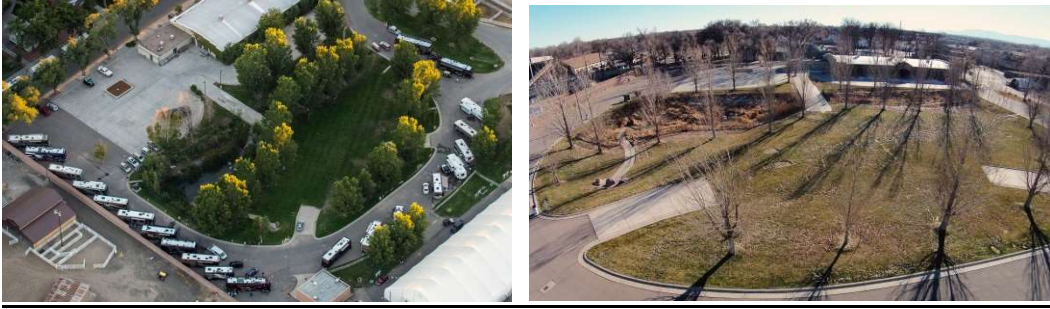


The Horse Show Complex is located on the north side of the Fairgrounds in between the Southwest Motors Events Center and the Grandstand Rodeo Arena. This facility features multiple arenas, stalls and holding pens. A full service concessionaire and the feed/bedding store are available for most events. This facility is great for any kind of equestrian event or exhibition.

**Rental Fees: RATES ARE DETERMINED BY TYPE OF EVENT**



## **FOUNTAIN PARK**



Fountain Park is located south of the Entertainment Tent structure. This park features mature landscaped lawn with large areas of both flat and elevated spaces perfect for many different outdoor activities. The street along Fountain Park features 27 camping or vendor spaces with full hookup (electric, water & sewer).

**Rental Fees: RATES ARE DETERMINED BY TYPE OF EVENT**

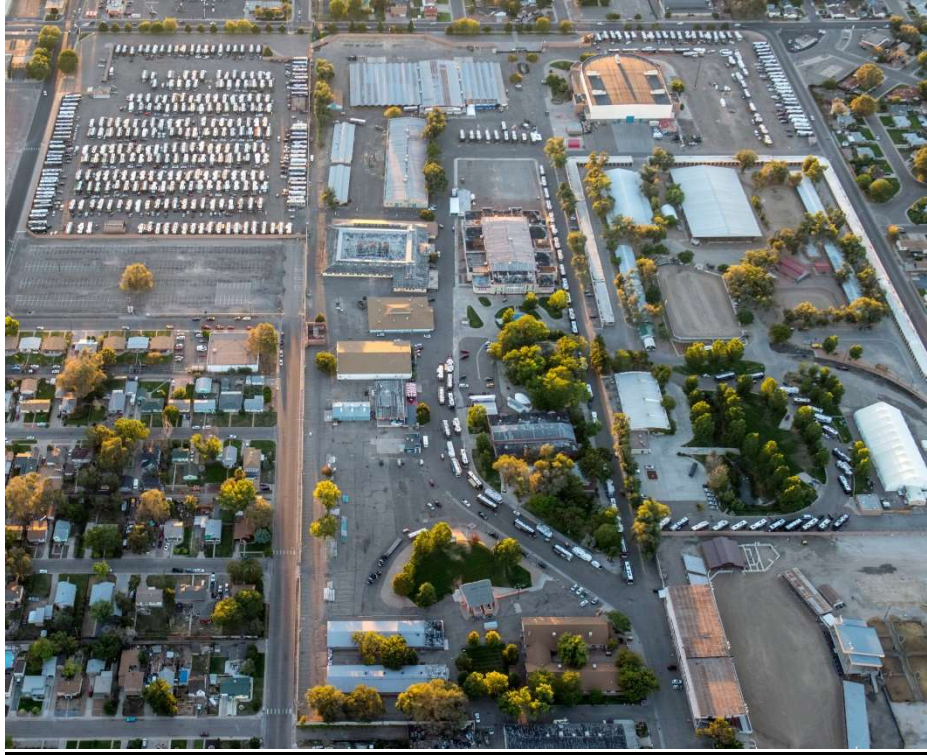
## **CARNIVAL LOT**



The carnival lot is located in the southwest corner of the Fairgrounds property. We can provide accommodations for up to 326 campers. 110 full hook-up access and 216 partial hook-ups (50 amp power & water). Also includes two restroom facilities and one restroom/shower facility.

**Regular Daily rental fee: RATES ARE DETERMINED BY TYPE OF EVENT**

## RV/CAMPING SPACES



All permanent camping spaces are located along the inside walls of the Carnival Lot and the Events Center Lot. All spaces are 15-20 feet wide by 40 feet long. Each space is equipped with water and power (30 &/or 50 amp). Most wall spaces have sewer hookup. Please see the table below for approximate quantity of spaces with hookups for each area (see camping maps for detail by space).

**Regular nightly camping rate per space: \$35.00 each – discounted rates available for RV gatherings of 100 rigs or more.**

Area	Total Spaces	Full – water/sewer/electric	Water/ Electric only	Note
Carnival Lot	326	110	216	All spaces 50amp
Events Center	102	47	55	35 with 50 amp/ remainder 30amp
Fountain Park	27	27	10	All spaces 50 amp
Main Streets	40	40		All spaces 50 amp

*The above are our main camping areas, however, there are additional areas on the Fairgrounds that will accommodate RV hookups*

## **EQUIPMENT & SERVICES**

The following equipment may be available for use or rental during your event. Please note that the rental fees above may not include tables, chairs or any other equipment and additional fees may apply for the use of the following.

250 - 8' Rectangle Banquet Style Plastic Tables  
80 - 5' Round Plastic Dinner Tables  
1000 – Black Plastic Folding Chairs  
2000 - Red Metal Folding Chairs (used in Events Center only)  
2 – Podium/lecterns  
3 – Small Portable PA Systems (one speaker/one mic)  
3 – Portable PA systems (multiple speaker/multiple mic)  
Portable Stage & risers

## **EVENT STAFF**

Event staff such as Security, ushers, ticket takers, ticket sellers, and parking attendants are employed and scheduled by the FAIRGROUNDS at the expense of the promoter/user – no outside labor may be used for these positions. Additional labor needs such as on-site electricians, sound technicians, production labor, etc. may be contracted with the Fair as needed.

## **CUSTODIAL AND MAINTENANCE**

All facilities will be cleaned and requested equipment will be placed in each building/area. Our Facilities Services staff members will provide trash removal and restroom maintenance and will be available as needed for additional services (repairs, setup assistance, etc). All restroom and janitorial supplies will be provided by the Fair and will be replenished as needed

## **TICKETING / BOX OFFICE INFORMATION**

Box offices are located at the Southwest Motors Events Center, the Grandstand Rodeo Arena and at the entry gates to the Fairgrounds. Our main box office at the Southwest Motors Events Center is staffed from 10:00 AM to 5:00 PM Monday through Friday. Additional box offices and staff are available based on event needs. The Fairgrounds facility is currently under contract with eTIX for all ticketed events held on the facility. Tickets may be sold at our box office, on line and by phone. Ticket processing and credit card fees may apply.

## **CONCESSIONS, CATERING AND ALCOHOL POLICIES**

Concession services (*sales of food and beverage to individuals*) are available in many locations. Some locations have a year-round exclusive concessionaire and liquor license and therefore no outside food or beverage may be brought into those locations. In locations without contracts, renters may use any of our preferred concessionaires for these services; the Fair will coordinate these services based on your input and event needs. Catering services (*food/beverage/snacks sold for a group by the plate or person*) may be contracted through any of our preferred catering vendors. Please note that some facilities have an exclusive catering contract. Alcohol may be served at your event upon approval from our General Manager. Alcohol may not be sold in locations without a valid liquor license; there are several licensed facilities available on the Fairgrounds. Alcohol service/sales must be coordinated through the Fair. Security staff is required for all events where alcohol is served, sold or consumed.



## **ON-GROUNDS CONCESSION/CATERING CONTACTS**

**Giodone's\*** – Tom Giodone – 719-545-7860 – (Contracted caterer and concessionaire for The Tent; holds liquor license for Entertainment Tent and Palace of Agriculture)

**Manhattans** – Bob Carruth – 719-545-3400 – (Contracted concessionaire for Manhattan's; holds liquor license in Manhattan's and Livestock Pavilion)

**Toler Brothers** – Bill Toler – 719-251-4786 – (Contracted concessionaire for Events Center, Grandstand & Amphitheater; holds liquor license for Events Center, Grandstand and Amphitheater)

**Classic Catering\*** – Jim Beatty – 719-251-6373 – (On-site catering services available for any event)

*Additional catering contacts that have been approved by Fair Management can be provided upon request. Please ask your rental coordinator for a list of our preferred catering partners.*

\*Provides catering services

## **OTHER USEFUL CONTACTS**

Renters are welcome to use their preferred vendors & contacts; however these are businesses and contacts that we use frequently and would recommend for your event needs.

### **Grand Rental Center – 719-545-3332**

*For pipe & drape / other rental needs. Renter is responsible for coordinating rental of equipment and all associated fees.*

### **Pueblo Chamber of Commerce – 719-542-1704**

*For information regarding special events & attractions in the Pueblo area; assistance with hotel booking for large events*

### **Cut Rate Sewer & Drain – 719-564-2221**

*Mobile sewer pumping services. Renter is responsible for coordinating RV sewer pumping and all associated fees.*

### **Mile High Golf Cars –303-833-1400**

*Renter is responsible for coordinating golf cart rentals and all associated fees.*

### **DeHerrera Event Services – 719-242-5725**

*For sound, video & lighting systems.*

### **Wagner Rents – 719-544-0088**

*For equipment rental needs such as forklifts or man lifts.*

## **BOOKING YOUR EVENT**

1. **CHECK AVAILABILITY:** When you are ready to book your event, please contact our rental department at 719-404-2014 to discuss available dates and set an appointment for a showing or a tour of the facility. (Please note that date availability does not guarantee that your event will be held.)
2. **COMPLETE THE EVENT APPLICATION:** All potential renters must submit an Event Rental Application for review by the rental department and management. If the Fair chooses to proceed with the event, specific event details will be discussed in preparation for a contract.
3. **CONTRACT & DOWN PAYMENT:** Once event details have been confirmed, a contract will be initiated. A down payment is required for all events at the time of contract signing. The rental contract must be fully executed (signed by renter and Fair management) and down payment made no less than 60 days prior to ANY event. Ticket sales and any advertising (including social media announcements) may not commence prior to a fully executed contract with the Fair
4. **EVENT MANAGEMENT:** Our rental department, security department, facilities staff, box office staff and concessionaire will work closely with you to make your event a success!