GRAYS HARBOR COUNTY
FAIRGROUNDS & EVENT CENTER
2017 SUGGESTED FEE AND RENTAL SCHEDULE– (Final)

- Reservation Application Forms will be accepted no sooner than 12 months prior to the date the facility is desired for use. Verbal confirmation of open dates does not guarantee your reservation. Dates will not be secured until full deposit is received and Rental Agreement has been signed, returned and approved by Fairgrounds Staff.

- Rental applications cannot be accepted inside of 10 days prior to planned events, except for emergency situations, such as funerals and special meetings.

- Full Day rental fees cover use of the facility from 6:00 a.m. to 12:00 midnight unless otherwise noted in the event contract. Events running past midnight (including clean-up) will be billed an additional $150 per hour. Stall rental fees are subject to alternate rental policies.

- For building rentals, one day at half price rent is allowed for setting up. This applies to set up functions only. Any date when actual event activities take place will be billed at full rental rates.

- Fairgrounds & Event Center office hours are 8 a.m. to 5 p.m., Monday through Friday. Due to staff reductions, the office may be closed during lunch hours or when duties require staff to leave the office.

- Motorsport Events, Concerts, Rodeos, Circus, Graduations and other major events that cannot be scheduled simultaneously with other events **must** rent entire building.

- Additional charges, including a percentage of admission fees and product sales may be assessed for larger events.

- Organizations who rent the fairgrounds on regularly scheduled basis, for more than six (6) events per year, may negotiate a rolling rental deposit, or one time deposit to cover all scheduled events. In cases of cancellation of a scheduled event, the deposit will be forfeited and a new one must be posted for future events.

- A copy of all applicable permits related to alcohol consumption must be provided 48 hours in advance of the event "set up date". Security may be required, at the event holder's expense, during events where alcohol is present.

- A copy of the event's insurance certificate, naming the Grays Harbor County Fairgrounds as additionally insured, must be provided 48 hours in advance of event "set up date".

- The Grays Harbor Fairgrounds reserves the right to vary rates and fees based on special circumstances associated with each specific event.

- The Grays Harbor Fairgrounds reserves the right to preempt scheduled events, or modify the event schedule. At minimum, (9) months notice must be given to the renter by the Fairgrounds, in such cases.

- The Grays Harbor Fairgrounds reserves the right to refuse service or rental privileges when there is concern and cause to do so.

PAVILION

Building rent includes electricity. **There is an additional charge for use of the gas heating system.**

Pavilion Entire Building - 55,000 sq. ft. (200' x 275') Arena grandstand seating capacity 1,800:

- THERE WILL BE NO SHORT TERM RENTAL OF THE ENTIRE BUILDING
- Free Admission events ……$975.00 per day Plus up to 10% of the gross sale of products including, but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Ticketed Admission events ……....$975.00 per day
  Plus up to 10% of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may also be negotiated in lieu of the percentage rate.
- Deposit Minimum……..…… ……..$450.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

Pavilion Indoor Arena - 21,000 sq. ft. (100'x210') grandstand seating capacity 1,800:

- Full Day (5 hrs. or more)……..$450.00/day
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term usage (2 hr. minimum, 4 hr. maximum)…….$100.00/hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum ……..…..$250.00 per event
- Arena Prep fee (To both pack and restore floor surface)……...$500.00
  (To either pack or restore floor surface)……...$250.00
- Any event running after midnight must pay an additional staff rate of $150 per hour.

*Note: For groups that require more than three workings or re-workings of the arena per day, a grooming fee may also be charged at a rate based on $60/hr. (pro-rate to the nearest ¼ hour). For example, if a working takes 15 minutes the charge would be $15. THE WORKING SCHEDULE MUST BE DISCUSSED AND WORKED OUT DURING CONTRACT NEGOTIATIONS. **IF THE GROUP DOES NOT REQUIRE FAIRGROUNDS STAFF TO WORK OR REWORK THE ARENA MORE THAN THREE TIMES PER DAY, OR THEY WISH TO PERFORM SUCH TASKS THEMSELVES, THIS FEE WILL NOT APPLY.** Groups wishing to work the arena themselves will be financially responsible for any damage done while performing such tasks.

Pavilion Exhibit Hall-10,000 sq. ft. (50'x200') Capacity: 1200 dance style, 900 banquet style:

- Full Day (5 hrs. or more)…….....$400.00
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term usage (2 hr. minimum, 4 hr. maximum)…….$90.00/hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum ……..$250.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

Pavilion Meeting Room - 5,000 sq. ft. (50'x100') Capacity 600 dance style, 400 banquet style:

- Full Day (5 hrs. or more)…….…… …$325.00 per day

Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.

- Short term usage (2 hr. minimum, 4 hr. maximum)…….$75.00 hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..……$250.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

BUILDINGS

Borden-Seabert Exhibition Building - 60'x84' Exhibition Building

Includes restrooms; 60'x72' usable floor space; Handicap accessible women's and men's Restrooms; and small Kitchenette. All utilities including natural gas heat are included in rental fee.

- Full day (5 hrs. or more)……..$350.00/day
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term (2 hr. minimum, 4 hr. maximum)…… …..$75.00/hr
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..…….....$250.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

Agricultural Building 2,400 sq. ft. (40'x60')

- Full day (5 hrs. or more)…..…….$300.00
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term usage (2 hr. minimum, 4 hr. maximum)…….$65.00/hr
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..…….....$250.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

Crafts & Hobbies Building 3,600 sq. ft. (40'x 90')

- Full Day (5 hrs. or more)……..$225.00
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term usage (2 hr. minimum, 4 hr. maximum)…….$50.00/hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..……..……$200.00
- Any event running after midnight must pay an additional staff rate of $150 per hour.

4-H Food Booth

- Full Day (Only)……..$100.00 for Building
- Full Day (Only)……..$100.00 for Equipment
  Plus up to 20 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
  For rentals of two (2) days or more, a reduced rate may be negotiated.

- Refundable $200.00 cleaning/damage deposit is necessary. Half will go to Fair Board to cover equipment. Half will go to the Fairgrounds to cover the building.

Livestock Barns (four total)

- Full Day (5 hrs. or more)……$200.00
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short term usage (2 hr. minimum, 4 hr. maximum)…….....$45.00/hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Damage Deposit……..……..……..$200.00 per event
- Any event running after midnight must pay an additional staff rate of $150 per hour.

    - Poultry/Rabbit Barn 3,290 sq. ft., L shaped (47'x 70') & (96'x 46'), door height (2)11 ft., (2) 9 ft 9 in.
    - Animals of the World Barn 5,760 sq. ft. (48'x 120') door height 11 ft. 9 in.
    - Sheep Barn 4,350 sq. ft. (30'x145') door height 10 ft. 4 in.
    - Beef-Dairy Barn 10,452 sq. ft. (67' x 156') 9 ft. 10 in., 9 ft. 8 in., (2) 9 ft. 6 in.
    - FFA Barn door height (1) 10 ft., (1) 10 ft. 10 in.

Pavilion Annex 8,640 sq. ft

- Full Day (5 hrs. or more)
    - Whole Building ……. $250.00
    - Half Building ……..$150.00

  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Short Term…….$60/hr.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..……$200.00
- Any event running after midnight must pay an additional staff rate of $150 per hour.

ARENA / EQUINE FACILITIES

Horse Barn Stalls (10 x 10)

- Unbedded:
  -Day Rate (O-24 hours)……...$15.00/day
  -Event Rate (Anytime between 6:00am Sat. and 8:00pm. Sun.)……$25.00
  -Weekend Rate (Anytime between 6:00am Fri. and 8:00pm Sun.)….....$35.00
  -Extended Weekend Rate (Anytime between 6:00am Thurs. and 8:00pm Sun.)…..$45.00
  -Weekly Rate (Up to seven (7) consecutive days)…….$75.00
- Cleaning – All uncleaned stalls will result in a $20 stall cleaning fee per stall. This fee will be billed to show management.

**Due to the occasional lack of availability and the volatile market for shavings, the Grays Harbor County Fairgrounds will no longer be providing bedded stalls or bedding material unless specifically requested under the terms of a special event contract. The cost of such services will be based on market price and staffing costs, with a minimum base rate of $22/stall/day. Any period of time between 0 and 24 hours constitutes a "day" of rental. Customers will be billed at the least expensive applicable rate, according to actual hours of stall use.*

Pavilion Outdoor Arena 240' x 150'

- Full Day Only…….....$175.00
  *Included free of charge with Pavilion Arena Horse Shows
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..……$100.00 per event

Montesano Farm & Home Arena 160' x 60'

- Full Day (5 hrs. or more)…….$225.00
  *Included with **full Pavilion** building rental.
  *Not included with Pavilion Arena shows that only rent Indoor Arena.
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Full Day rental in conjunction with Indoor Arena rental…$100.00; $50 Youth Rate
- Deposit Minimum…….……$200.00 per event; $50 if with Arena rental
- Short Term Group Rent by Reservation …… $ 55.00/hr. (lights not included)
  Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Lights with Group Rental……$25.00/hr.
- Short Term Individual Open Riding …….....$ 5.00/hr./rider
  *If lights are used ……..ADDITIONAL $ 5.00/hr./rider

**During Normal Business hours, Monday through Friday, 8:00am to 5:00pm, customers must pay in the Fairgrounds Office prior to riding. Gates will be opened by staff at that time. Customers arriving after normal business hours and on weekends must contact the Fairgrounds Caretaker at (360)722-6555. The caretaker will meet riders at the arena to collect fees and open gates.*

**Bulk Riding Rate – Riders who use the arena on a regular basis can benefit by purchasing a bulk riding voucher that will reduce the cost of use. The bulk riding rate is $50 per month. A person taking advantage of this option will be issued a key that is good for one calendar month. Locks will be rotated on the 1st of each month. Keys must be returned by the riders at month's end, before the key for the next month can be issued. A $50 fee will be assessed as penalty in the case that a key is lost or not returned.*

OUTDOOR AREAS

Pavilion Lawn Area: Includes stage, power and lights……..$375.00

Midway Lawn Area: Includes power, overhead lights and water hook-ups..$350.00

Carnival Lot Area: Includes power and water hook-ups……..…… $350.00

Parking Lots (one paved lot, one grass lot)…….…...$350.00 ea.

- Lots must be rented if parking is charged, or 15% of total parking fees collected, must be paid to the Fairgrounds, whichever is greater.

- Plus up to 10 % of admission fees and/or the gross sale of products including but not limited to food, alcohol and novelties. A flat fee may be negotiated in lieu of the percentage rate.
- Deposit Minimum……..…….$150.00 per event

Note: The Fairgrounds retains first-rights for parking lot fees. The County may, at its sole discretion, assign its parking lot fee collection rights to any group, by written contract. Such groups may receive, for their exclusive benefit, all or a shared portion of such fees.

Camping – Overnight - per space (hook-up, non-hook-ups or tent) ……...$20.00
Special Events (Fairgrounds will make determination)……...$25.00

Note:

- **A special "TENT ONLY" dry camping area may be set up during certain events at a reduced nightly rate of……...$15.00**
- **A bulk group camping rate may be negotiated in certain camping areas**

FOOD CONCESSIONS

The County retains all rights for the sale of food and beverages during all events. The Grays Harbor County Fairgrounds may also, at its sole discretion, assign food and beverage concession rights to anyone and receive, for its exclusive benefit, a percentage of, or all monetary and other benefits. If the County elects not to exercise these rights, other groups may offer concessions, if prior permission is given by the Fairgrounds. During externally ran events, the event organizer will have the second right of refusal in regard to concession operations.

- Fair Commercial Food Booths……...Flat fee of up to $400.00 or up to 22% of Gross sales, whichever is greater.
- Commercial Booths during Internally Ran Events……Flat fee of up to $100.00 or up to 15% of Gross sales, whichever is greater.
- Commercial Booth during Externally Ran Events…… Flat fee of up to $100.00 or up to 20% of Gross sales, whichever is greater.
- Non-Profit Groups during Internally Ran Events.……Negotiated flat fee of up to $100.00
- Non-Profit Groups during Externally Ran Events……Negotiated flat fee of up to $100.00

*Note: Non-Profit Youth Groups who wish to operate a food concession during small, externally ran youth events may qualify for a special concession rate of 10% or a negotiated flat fee of, at minimum, $25 when the Fairgrounds is not running its Concession Stand. Prior permission must be granted at least one week in advance of the event by Fairgrounds Management. All applicable permits and licenses are required.

RV/BOAT STORAGE

Per Month Storage Fees, plus Leasehold Excise tax of 12.84% (locked buildings - no heat)

0' – 19'……..$75.00
20' – 24'…..……..$80.00
25' – 30'……$85.00
31' – 40'……..……..$90.00
41' & Up……..…….$100.00

LABOR

If fairgrounds staff is used beyond what is included with building and equipment rental services there will be a charge equal to the actual **Cost of wages and benefits plus 10%.** This includes all event labor such as, but not limited to: set-up, clean-up, bedding & cleaning of stalls, extra working of arena, security, etc.

EQUIPMENT

- Folding Tables …… …… $3.00 ea.
- Chairs …….…… $1.00 ea.
- Picnic Tables (If placed in your rental area by request)……..$5.00 ea.
  *Note: Those renting the entire Pavilion Building for a "Full Day Rental" will be allowed the use of 25 tables and 100 chairs at no charge, as part of their rental package.
- Bleachers ……...$50.00/set
- Portable Stage…….$50 or $10/piece/event
- Ticket Booths …….$50 ea./event
- Cash Registers (*Limited Availability*).. $10/day + $100 refundable damage deposit
- **Portable** P.A. System……...$25/day + $100 refundable damage deposit
- Curtain Dividers (Can be rented only for Pavilion Events)…$10 per 10 ft. section, per event. A flat fee can be negotiated if over 100 ft. of curtains are used.

*A $50 Cleaning Fee will also be charged if curtains are used on dirt floor, or outdoors.
*One set consists of two (2) base plates; two (2) – 8' Uprights; two (2) Extendable Poles; and three (3) curtains)

GAS HEATING FEES

Gas Heat
Pavilion Meeting Room - $25/hr. with a 2 hr. minimum charge
Pavilion Exhibit Hall - $25/hr. with a 2 hr. minimum charge
Pavilion Indoor Arena - $35/hr. with a 2 hr. minimum charge

OTHER UTILITY FEES

Utilities - (electricity, water, sewer, garbage)
4-H, FFA, & other Youth Groups paying youth rate……...$30.00 per Hour

GRAYS HARBOR COUNTY YOUTH RATE

A special youth rate is available for Grays Harbor 4-H Youth Program and Grays Harbor FFA Chapters. The formula for this rate is "Youth Rate = Cost of Materials and Services". Groups qualifying for the youth rate can rent facilities on **weekdays and/or weeknights only** (if available and not desired for use by full paying events) at the rate of:

- $5.00 per building, unit, room, or area; Plus $30.00/Hour Utility Fee (2-hour minimum usage); plus any other applicable costs that are incurred by the fairgrounds during usage.
- Friday is considered the weekend

Other non-profit youth groups may also be granted the youth rate for rentals held Monday through Thursday only. Weekends (Fri., Sat., Sun.) are at the published rate.

To be granted the youth rate, events must be free of charge. If the event wishes to collect donations the following statement must be included in advertising and posted at the event: "Donations are strictly voluntary and are not required to spectate and/or participate in this event".

Updated 1/7/17