

# Walla Walla Fairgrounds

## Expo Arena Rental Application

Applicant Name: \_\_\_\_\_ Day Phone (    ) \_\_\_\_\_ - \_\_\_\_\_

Event Name: \_\_\_\_\_ Email: \_\_\_\_\_

Organization Website: \_\_\_\_\_ Cell Phone (    ) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Event Date : \_\_\_\_\_ Event Times –Lights on: \_\_\_\_\_ Start time: \_\_\_\_\_ Lights off: \_\_\_\_\_

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\* Early Set Up Date: \_\_\_\_\_ Lights On: \_\_\_\_\_ Lights Off: \_\_\_\_\_ *Charged hourly rental fee*

Estimated stalls needed: \_\_\_\_\_ Estimated Camper Spaces: \_\_\_\_\_ ***Pick up key day before your event.***

**Roping chute & cattle pens available November 1st—May 10th. Bucking chutes in building year around.**

Any work done by Fairgrounds, except for the normal minimum, will be done at the rate of **\$50** per man hour and **\$50** per machine hour. Early set up, if building is available, will pay hourly fee.

Stalls must be cleaned within 48 hours of show ending. Stalls not cleaned will be charged \$9 per stall. May incur extra charge for packed shavings.

\*No horse allowed on ANY lawns    \* No horses tied to trailers overnight    \* Camping must be pre-approved

**Refer to Expo Arena Renter Requirements for detailed rental information.**

INITIAL HERE	<b>\$200 NON-REFUNDABLE BOOKING FEE MUST BE INCLUDED WITH APPLICATION</b> <i>This will be deducted from final payment</i>	TOTAL <u>(Office Use Only)</u>
	<b>PLAN I \$800</b> Expo ground worked as per your request, up to 4 times a day. Restrooms cleaned, seats swept. Lights on for 14 hours, additional at hourly rates. Announcers booth with 2 tables. Covered/Uncovered arena for warm up only, if available. <b><i>One Fairgrounds arena staff on grounds for 8 hours. If staff is requested on grounds after or beyond 8 hours, it will be at the hourly rate of \$50 per man hour. Fairgrounds to determine Plan in accordance to size of show.</i></b>	\$
	<b>PLAN II \$500</b> Jackpot Show. Ground worked once in the morning . Restrooms cleaned. Lights on for 14 hours, additional at hourly rates. Announcers booth with 2 tables. Covered/Uncovered arena for warm up only, if available. <b><i>No Fairgrounds arena staff. Fairgrounds to determine Plan in accordance to size of show.</i></b>	
	<b>Early Set-Up: Expo Hourly Rates : \$40 per hour. \$45 per Hour with cattle. Number of hours: _____</b> <b><u>No judging, timing or contest, entry fee, or admission charge of any kind—Set-Up ONLY</u></b>	
	<b><i>FAIRGROUNDS RESERVES THE RIGHTS TO ALL FOOD/BEVERAGE CONCESSIONS—SEE RENTAL REQUIREMENTS</i></b> <b><i>If you would like food/beverage concessions, this must be handled by the Fairgrounds.</i></b>	
	<b>OVERNIGHT CATTLE ON GROUNDS MUST BE PRE-APPROVED. FEE TO BE DETERMINED</b>	
	<b>Stalls : \$15</b> per stall, per day. You furnish bedding & clean within 48 hours of event ending. If you have someone cleaning for you, please provide the Fairgrounds with their contact information.	
	<b>Camping: \$20</b> per hook-up per night. <i>(When renting Expo/Plan I or II)</i>	
	<b>Booth Vendors: \$10</b> each booth/trailer/space <b>Number of vendors: _____</b> <b>This is for non-food/beverage vendors only.</b>	
	<b>Reader Board /</b> No charge for public events. If available.    30 letters including spaces -----	

**Any event approved to be invoiced must be paid within 10 days of receipt of invoice. Total**

**Any account over 10 days will incur a late fee of \$25 every 30 days until paid.**