

DAWSON COUNTY FAIR  
207 W BELL  
GLEN DIVE, MT 59330  
406-377-6781  
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www.dawsonfair.com



### Request for Use of Facilities Application

Type of Event: \_\_\_\_\_  
Name of Person/ Business/Group: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_  
Date(s) Requested (Include set up and tear down days): \_\_\_\_\_  
Is this an annual event? Yes  No   
Will there be Alcohol available or Sold at Event: Yes  No   
Will an Admission Fee be charged or tickets sold? Yes  No   
Estimated number of guests/participants/spectators: \_\_\_\_\_  
Details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TERMS:**

1. The contract will follow once the application is returned and approved by the fair board. You will have 3 weeks to return contract with full rental payment.
2. All events will be reviewed by Fair Board to determine approval and rental fees may be subject to change.
3. You MUST obtain event insurance and provide a copy. Insurance IS Required. Proof of insurance is required one week prior to event. No insurance no event and deposit will be kept.
4. There may be other events held on the grounds in other areas during your event.
5. You are required to clean all areas being used (excluding bathrooms) and will be responsible for garbage and securing garbage containers for your event from the city or a vendor.
6. You are required to follow all federal, state, and local regulations or policies in effect regarding illness prevention and safety including but not limited to capacity restrictions, sanitizing/cleaning and social distancing.
7. You Shall take full liability and responsibility for any illness that may occur as a result of your use of the premises.
8. The Lessee understands if the event is cancelled less than 120 days prior to the event 50% of the rental fee will be charged.
9. A \$500.00 deposit is required to hold the event date once approved by the board at the monthly meeting.

**By Signing you agree to all the terms listed above.**

Applicant \_\_\_\_\_

Date \_\_\_\_\_

## Building / Areas Requested for Use

**One Day Package**

\$225

Includes one day for event, one day setup and one day tear down, one set of bathrooms, and one 50amp outlet and use of board approved open area. Contact an Elks member about the beer booth. Applicant Will be responsible for garbage and cleaning of area used.

**Exhibit Building Event**

\$325

Includes one day for event (two day setup and one day tear down), North set of bathrooms and use of Exhibit building (4-H booth is not included). If the event is multiple days then board will asses and adjust fee. Applicant will be responsible for garbage and cleaning of area used.

A Fee of \$50 per day for any additional days needed. Additional days needed \_\_\_\_\_

**Arena/Grandstands Package**

\$600 plus \$1 per ticket sold/admission fee \* If Arena Lights are used a \$10 per hour for light usage the meter will be read by both parties prior to event and the day after the event. (for weekend events the meter will be read on the following Monday)

Includes grandstands and arena area, arena lights (additional fee above) Crows nest, rodeo office, pens back arena parking area, one set of bathrooms, ticket office, vending booth in grandstands area, and parking lot. Includes one day for event, two Day setup and one day tear down. Applicant will be responsible for garbage and cleaning of area used.

A Fee of \$25 per day for any additional days needed. Additional days needed \_\_\_\_\_

**Large Event Package**

\$600 plus \$1 per ticket sold/admission fee

Includes Exhibit Building, Free Stage, 100 club Shelter, Vendor booths under Grandstands, grass areas, North Bathrooms and parking lot. Includes one day for event, two Day setup and one day tear down. Applicant will be responsible for garbage and cleaning of area used.

A Fee of \$25 per day for any additional days needed. Additional days needed \_\_\_\_\_

**South Bathrooms \$100**

**Any additional outlets not in packages will be \$25 per outlet per day**

**Total Rental Fee: \$ \_\_\_\_\_ + \$500.00 Deposit** in a separate check

Return this Application with \$500 Deposit to:  
Dawson County Fair  
207 West Bell St.  
Glendive, MT 59330

OFFICE USE ONLY	
DATE DEPOSIT RECEIVED	_____
DATE PAYMENT RECEIVED	_____