

Chino Valley Equestrian Association Park

Rental Form & Agreement

Applicant Information

Event Date (s): _____ Additional time needed for Start-Up and Break-Down _____

Organization Name _____

Name of Event _____

Event Representative/Contact _____ Cell: _____ Fax: _____

Mailing Address _____ Email _____

Insurance Carrier _____ Policy Number _____

Insurance Carrier phone: _____ Ins. Carrier Contact Person _____

The following questions are optional and will be used to evaluate and improve our facility

1. How many participants do you expect for the event? _____
2. How many people total do you expect to attend the event? _____
3. How many animal participants do you anticipate on the facility grounds during the event? _____
4. Will your event be open to the public? _____
Yes/No

Reservation Information

- Reservations can be made by completing this Rental Form and Agreement along with submitting the Damage and Compliance Deposit. Forms can be emailed, mailed, or faxed to CVEA, P.O. Box 381, Chino Valley, AZ 86323CVEA.az@gmail.com. Deposit can be paid through PayPal or check payable to CVEA. There is a \$35 returned check fee.
- 50% of total rental fee due to hold reservation with the balance due within (30) days prior to the event date. **Event dates will not be held and scheduled until Rental Agreement is signed and submitted with a deposit.**
- An additional minimum **Damage and Compliance** deposit of \$150.00 is required for all groups and due on the event day. This deposit will be returned within 30 days after your event if the facility is returned to its original condition, and after mutual inspection by both a CVEA representative and the event representative. The arrival and departure of the park must be completed within the Park hours. If any rules or regulations are violated, part or all of the deposit may be forfeited.
- Failure to vacate the premises by your designated time may result in forfeiture of deposit if predetermined arrangements are not made and approved.
- Any changes made to the rental information, after approval is issued, requires a written request to CVEA staff with a signed approval at least (7) days prior to event date.
- There are no set discounts, however, through a special request to the CVEA Board, CVEA may reduce fees accordingly.
- **Insurance** - CVEA requires all renters to provide blanket "general liability" insurance to cover any event. CVEA requires that renters provide proof of insurance in the amount of \$1,000,000 general liability/\$2,000,000 aggregate, with a separate endorsement naming Chino Valley Equestrian Association and the town of Chino Valley as additionally insured. Rough stock event coverage to be determined by the Board.
- **Alcohol Permit** – If you are selling alcohol, you will also be required to obtain and pay separately a special use permit from the town of Chino Valley and provide additional liquor liability insurance.

Applicants Initials _____

Cancellation and Refunds

- The deposit is non-refundable when event is cancelled within (60) days of reserved date. However, if applicant chooses to reschedule event for another date, the deposit may at CVEA's discretion, be applied to the new date.
- There will be a 10% administration fee of the total rental agreement amount deducted from the deposit for any cancellation of up to 60 days prior to the event.
- Cancellation must be in writing no later than 60 days prior to reserved date.
- CVEA reserves the right to cancel any permits or event, or to close the facility use, if weather or safety conditions make use of the facility hazardous to the user, the public or is potentially damaging to facility. A full refund will be given under these circumstances.

Applicants Initials _____

Equestrian Facility Rules and Regulations

- Chino Valley Equestrian Park is a multi-use facility. Multiple user groups may be using the park and equestrian facility at the same time, please be courteous to others who may be using the grounds at the same time as your event.
- If the event exceeds 50 livestock animals, renters may be required to supply, at renter's expense, additional garbage dumpsters. CVEA can contract for additional dumpsters to be used at the facility and pass through this cost to renter.
- Renter is responsible for complete cleanup of the facility and leaving the facility in good condition.
 - No clean out of horse/livestock trailers in the parking area is allowed, please dispose of all manure in the appropriate areas provided.
 - Please clean up after your dogs and dispose in the appropriate areas. Dogs must be on leash at all times, unless specific for a dog event on grounds.
 - Please dispose of all used feed or bedding products in appropriate areas.
 - Please dispose of all garbage in the appropriate garbage cans or dumpsters.
- No additional material may be added to the footing of any of the arenas.
- At no time is it permissible to tie or secure any horse or livestock to any gate, panel or any part of an arena.
- Health permits are required by the Yavapai County Health Department if food or beverages are served or sold during your event.
- All attendees at events must comply with the CVEA Park Rules and Regulations and with the directions and instructions given by CVEA staff.
- Failure to comply or any violation of rules may result in termination of your event and forfeit of all fees.

Applicants Initials _____

Chino Valley Equestrian Park Fee Schedule

Please select all facilities that will be used for event:

Roping Arena	_____	Barrel Arena	_____	Dressage	_____
Stock Chutes	_____	Performance Arenas	_____	Dressage warm up	_____
Stock Pens	_____	Driving/Hazzard Course	_____	Perimeter Trail Course	_____
Other	_____				

Rental Fees ALL FEES ARE A PER DAY USE

\$300.00 per day for Roping Arena/Chutes/Stock pens	\$ _____	Refundable Damage Deposit	\$ _____
\$100.00 per day for Roping Arena	\$ _____	Refundable Damage Deposit	\$ _____
\$100.00 for Barrel Arena	\$ _____	Refundable Damage Deposit	\$ _____
\$100.00 per day for Dressage & Warm up	\$ _____	Refundable Damage Deposit	\$ _____
\$100.00 per day for Driving Marathon Course	\$ _____	Refundable Damage Deposit	\$ _____
\$100.00 per day for Performance Arenas	\$ _____	Refundable Damage Deposit	\$ _____
\$50.00 per day for Day Use Only-4 hour minimum; \$20.00/each additional hour			
Specify Arena _____	\$ _____	Refundable Damage Deposit	\$ _____
Overnight dry camping	\$ _____	Refundable Damage Deposit	\$ _____
Subtotal	\$ _____	Deposit Check	\$ _____
<u>Event Total Due</u>	\$ _____		
50% of total due amount is required to hold requested date(s)	\$ _____	Date Balance Due	_____

I certify that the above information is accurate: I understand the rules and regulations pertaining to the use of Chino Valley Equestrian Park: (1) Renter will be responsible for all injuries caused by such use; (2) Hours will be strictly observed and if time is extended beyond that specified, it is understood that additional charges may be necessary; (3) Renter shall be responsible for reimbursing CVEA for any loss or damage to the property caused by such use; (4) In consideration of participation as specified at location shown on the above dates and times, Renter does hereby release and hold harmless CVEA and its representative from any and all liability or claims for damage or injury to person or property of the undersigned due to renter's use of said facility, by reason of any act or omission by the CVEA, or any of its officers, agents or volunteers or the condition of its property; (5) CVEA is not responsible for any loose animal or damage or injury caused by a loose animal; (6) CVEA is not responsible for any theft of or stolen property; (7) Alcohol consumption during youth activities is prohibited.

Under Arizona law, an equine activity sponsor or professional shall not be liable for any injury to, or the death of a participant in equine activities resulting from the inherent risk of equine activities. (Code of Arizona 12-553)

ACCEPTANCE OF TERMS AND CONDITIONS

CVEA reserves the right to cancel any event for failing to comply with these guidelines and terms and conditions. The reservation agreement will not be approved until all paperwork and payment have been submitted.

I have read and initialed and agree to comply with all the above Rules and Regulations for the considered event:

Printed Name of Responsible Person _____ Date _____

Signature of Responsible Person _____

Signature of CVEA representative _____ Dat) _____