

# BANK OF COLORADO PAVILION RENTAL AGREEMENT FORM FOR HOURLY USE

Reservation Office (T) 970-466-3778 or 970-854-3616 (F) 970-854-3811

email: [pavilion@phillipscounty.co](mailto:pavilion@phillipscounty.co)

All rentals must be pre-arranged with the Reservation Office

Hourly Use rates are for personal riding only

♦Events that charge for attendance or participation do not qualify for these rates

## Rental Fees

Up to 2 hours \$30 (Areas used must be cleaned by renter) \*See Care & Cleaning below

Up to 4 hours \$60 (Areas used must be cleaned by renters) \*See Care & Cleaning below

Stalls \$10/per day – must be cleaned by renter \*See Care & Cleaning below

## Rules & Regulations

**Payment – Payments are due at time of facility use.**

**Place all payments in the Drop Box located on the East side of the building**

***No Alcohol allowed in the Pavilion during Hourly Riding***

**-CARE & CLEANING** of the building and parking area is the responsibility of the renting party. Building and grounds are to be left in the same or better condition than you found them. Let us know if anything is out of order or broken. Nothing is to be left by the renter in the arena after their scheduled time. All panels should be returned to their original places. No individuals will be allowed in the building after 1:00 am without special permission. \*Clean up after your animals in the arena, roping boxes and stalls (if used) and outside of the building. There are wheelbarrows and pitchforks available for you to use. The waste receptacle is on the west side of the building. Take any trash from your event to the dumpsters. Failure to clean after your event will result in county cleaning charges -\$35/per man hour - and must be paid in order to rent the facility in the future.

**-KEYS** – The Pavilion uses a code system to enter. When you make your reservation, you will receive a code to enter the building. The key pad is located on the east side of the building by the south walk-in door. Be sure to shut off the lights and check to make sure all outside doors are securely locked before you leave the premises. In the event that you should have to check out a key to enter the building, (arrangements will be made by reservationist), please leave the key in the drop box, located on the west side of the building. \$100 fee for non-returned keys.

**-STALLS** – No hay or straw is allowed for bedding in the stalls. \*Please clean your stalls (see Care & Cleaning above)

**-LIABILITY** – The Bank of Colorado Pavilion is available to any person or organization. However, the undersigned understands that they, and not Phillips County, are personally responsible for any and all accidents to themselves, their invited guests, their personal property and anyone associated with the rental event, caused by their errors, negligence, or omissions.

The undersigned understands further that they are responsible for damages caused to the Pavilion by persons attending the scheduled event and they shall be responsible to properly supervise, chaperone, and regulate the use of the Pavilion to protect any persons attending the event during the rental period. This building is supported by the organizations that use it and donations are appreciated.

♦Events that charge admission to participate or spectate are subject to the current rates of **PAVILION USE BY THE DAY**

## Written Agreement

I hereby, attest that I have read & fully understand the above rules and regulations and agree to assume responsibility for accidents and damages to the facility.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Date \_\_\_\_\_

***This form is required to be signed annually***