

- All cleanup rules apply and must be carried out; failure to do proper cleanup can result in a fee charge or loss of use. Any excessive clean-up that must be done by Fairgrounds staff and/or damages will be deducted from deposit.
- Any non-profit organizations that are eligible for exemptions from fee charges are still required to pay the \$75 cleaning fee, a \$500 damage deposit and provide proof of insurance.
- A \$1,000,000 Certificate of Insurance naming Moffat County as an additional insured for the day must be supplied.
- Outdoor large-scale events will be required to provide their own dumpsters, and controlled parking with attendants.
- All dances/concerts are **required** to provide security. A list of approved security firms is available from the Facility Coordinator.
- **DO NOT** change or alter any electrical outlets or circuit breakers in any way.
- All horse stalls are to be cleaned and raked to the ground.
- Wintertime and special events will be charged the daily rental fee plus preparation and cleanup costs. All surface preparation, snow plowing, and dirt work will be done by Fairgrounds Staff, unless other arrangements are made with Fairgrounds Manager, and will be decided on a case by case basis.
- **Lutrell Barn, Ancillary & Picnic Shelter:** All users are responsible for their own setup and cleanup. All trash is to be picked up and put in trash barrel and dumpsters. Pickup and sweep up all broken glass anywhere. In the buildings, trash must be removed, all tables and chairs cleaned and put away. Restrooms cleaned, and all floors swept and wet mopped.
- **Pavilion:** Facility walk-through must be done with staff prior to and following event. At the conclusion of event, renters must take down any decorations, empty trash, and wipe down tables and chairs. If the Kitchen area is used: Dishes and silverware are to be washed and put away in cupboards; Clean the sink & countertops, stove, oven, coffee urn and refrigerator. Renters are also responsible for parking lot clean up. **DO NOT** clean floors; wipe up any spills with paper towel.

If cleanup is not done satisfactorily, a fee of \$35.00 per hour per employee will be charged to the user for the Fairgrounds staff to cleanup.

In the event that law enforcement officers find it necessary to respond to your event for any unlawful behavior, your deposit will be forfeited for use of this facility.

FACILITIES

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