



Jackson County Wattenberg – Use Agreement

Please complete and submit with your payment and insurance certificate

In consideration of use of the Wattenberg facilities, 686 JCR 42, Walden, CO, a facility of Jackson County, the undersigned hereby agrees to the following:

1. **Release of Liability:** The undersigned indemnifies and holds harmless Jackson County, Colorado and its officers, agents and employees from any, and all liability, damages, loss, cost and expenses on account of any claim, suit or action made or brought against the County, its officers, agents, or employees for the death or injury to persons or destruction of property arising out of or claimed to arise out of the use of the facilities of the County pursuant to this Facility Use Agreement. (Initial)
2. **Certificate of Insurance:** Coverage of \$150,000/person-\$600,000/occurrence of general liability coverage indemnifying Jackson County shall be provided by the undersigned. (Initial)
3. **Payment and Deposit:** Payment and deposit are due a minimum of 1 week prior to the scheduled event. (Initial)
4. **Cleaning:** You will be charged if all cleaning requirements have not been met. A limited choice of cleaning materials and supplies are provided in the janitorial closet near the women's restroom. You must comply with instructions located on the inside door of the janitors closet. Return and clean all tables and chairs to original location. Empty all trash receptacles & deposit trash into the outside dumpsters. Sweep and mop all floors in the meeting room, entryway and bathrooms. Vacuum rugs. Clean any spills. Wipe down counter and sink on the island. Wipe down restroom fixtures, sinks, counters and floors. You will forfeit your deposit if this clause is not met. **Damages are the responsibility of the undersigned.** (Initial)
5. **Kitchen Cleaning:** Clean kitchen appliances, sinks, counters, refrigerators, freezers. Sweep and mop floor. Vacuum rugs. Kitchen has an oven, stovetop, triple sink, 2 dishwashers, freezer and 2 refrigerators. Renters are responsible for providing all their own cooking and serving utensils, dishes, glasses and linens. (Initial)
6. **Arena Cleaning:** Clean concrete, empty trash receptacles and scoop manure. (Initial)
7. **Decorations:** NO glitter, nails, screws or other materials considered harmful to the facility are permitted. Command strips, tape or similar are allowed, but must be fully removed after use. (Initial)
8. **Technical Support:** Technical support for the sound system, tv's and wifi is not supported outside of county business hours. (Initial)
9. **Keys:** Keys must be picked up from the Administration Office during normal office hours, Monday-Friday, 8-12, 1-5pm. Keys may be picked up on the Friday prior to a weekend event. Keys must be returned on Monday following a weekend event. (Initial)
10. **Cancellation:** Request for cancellation should occur as soon as possible prior to the event date, but no later than 48 hours prior to the event. If the event is cancelled more than 48 hours before the event a full refund will be issued. If the event is cancelled less than 48 hours prior, a \$25 processing fee will be assessed. (Initial)
11. **Security:** Security of the Wattenberg Facilities is the undersigned responsibility during the scheduled time. The undersigned must lock the facility (all doors, windows and entrance gate) when leaving unless there are other events in progress at the time of their departure. Failure to do so may result in loss of your deposit. (Initial)
12. **Alcoholic Beverages:** It is the responsibility of the undersigned to contact the County Clerk and Recorder and check on the appropriate permits and licensure for alcohol at your event. (Initial)
13. **Dogs:** Dogs are not allowed in the Wattenberg facilities. The exception would be an organized Dog Show/4-H Event. (Initial)
14. **NO Smoking:** No smoking allowed in any of the Wattenberg Facility buildings. (Initial)

- 15. Equipment & Buildings:** Only Jackson County employees are authorized to operate Jackson County Equipment and/or make changes/repairs/improvements to Jackson County facilities. _____ (Initial)
- 16. Equine Activities:** Under Colorado Law, an equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities, pursuant to section 13-21-119, CRS. _____ (Initial)
- 17. Animals:** Horses, steers and other animals are not allowed to be left at the fairgrounds unsupervised.
- 18. Unforeseen Circumstances:** In the event of mechanical failure or other unforeseen occurrences that render the fulfillment of this agreement by Jackson County impossible or impractical, this agreement shall be terminated or suspended at the County's option, and the undersigned waives any claim for damage or compensation should this agreement be terminated. _____ (Initial)

I have read the foregoing and the definitions attached hereto and incorporated herein by this reference. I fully understand my rights and obligations in connection with the use of the Wattenberg Facilities.

REQUESTING THIS RESERVATION COMMITS THE RENTER TO THE TERMS OF THIS AGREEMENT. THE RESERVATION WILL NOT BE APPROVED OR FINALIZED UNTIL THIS AGREEMENT AND FULL PAYMENT IS RECEIVED AND THE DEPOSIT IS SECURED.

The following information is required:

Date of Event

Use Fee Amount

Name of Person reserving the facility:

Secondary Contact:

Home & Cell Number:

Will alcohol be sold or distributed? _____yes _____no

Is your event open to the public? _____yes _____no

Insurance Certificate: _____Attached _____ Insurance Company to provide

I agree that I may be charged the deposit fee if at the end of my reservation I have not removed all personal items, completed the cleaning checklist, and/or locked up the facility after use.

Signature _____

Date _____

Renter

Date _____

County Representative