

Equine Facilities Rental Application

Muskegon County Fair Association

P.O. Box 366, Ravenna MI 49451

(231) 788-4568

Email: fairgrounds@co.muskegon.mi.us



Muskegon County Fairgrounds

The Muskegon County Fairground facility has numerous barns, arenas, and an Announcer's Booth with a concession area for use. The fairgrounds are capable of entertaining thousands of people at once and providing ample parking. Camping is available with electric hookups only; a dump station with water is provided as well as a full bath house facility. The fairgrounds is the perfect setting for horse shows! Please complete this application and mail to the address above for rental consideration of the fairground's facility.

Event Details:

Purpose of Rental: _____

Is this a non-profit event? _____ If so, please provide non-profit tax number: _____

Requested Date of Rental: _____ Start time ____ a.m. / p.m. End Time ____ a.m. / p.m.

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Approximate number of Guests/Attendees anticipated: _____

Name of Person/Organization renting facilities: _____

Name of Contact Person: _____

Address of Renter: _____

City: _____ State: _____ Email Address: _____

Phone Number(s): _____

Please check the facilities needed for your event (note-all prices subject to change):

	Day 1	Day 2	Day 3
_____ Horse Arena: \$400/day	_____	_____	_____
_____ Tractor Fee: \$50 to drag and water each time	_____	_____	_____
_____ Trash Fee: \$50/day	_____	_____	_____
_____ Announcer's Booth: \$100/day	_____	_____	_____
_____ Concession Booth: \$50/day	_____	_____	_____
(Use of tables, chairs, sink, refrigerator, & microwave) (Food/Beverages removed after show)			
_____ Horse Stall Rental Fee: \$15/day (renter is responsible for cleaning stall)	_____	_____	_____
_____ Horse Stall Rental Fee: \$25/day (renter doesn't have to clean stall)	_____	_____	_____
_____ Camping: \$25/day per campsite	_____	_____	_____
_____ Bathrooms/Bathhouse: in fairgrounds office: \$125	_____		
_____ Proof of Insurance Required: (provide paper copy with rental agreement)			
_____ Damage/Clean-Up Deposit (discretionary) (Renter is responsible for the cost of damages to building or equipment.)			

Bathroom Facilities:

There is a bathroom facility located at the fairground's office by the horse barns and the campgrounds, which is equipped with showers. The bathroom facility is open May through October. It is the responsibility of the renter to arrange for additional portable restrooms in the event they are needed.

Cleanup:

Trash is to be picked up and placed in the barrels, if paying the trash fee. If not paying the trash fee, all trash must be placed in the dumpster.

Manure is to be removed from the barn(s) and placed in the designated bunkers, unless paying for the fairgrounds to clean stalls.

Damage/clean-up is discretionary, but renter is responsible for the cost of any damages to buildings or equipment.

Other Rental Information:

* All renters must supply (*prior to use*) a “Certificate of Liability Insurance” covering the scheduled activity/event.

*Only legally responsible adults over the age of 21 may schedule an event and rent the facilities.

The MCFA Horse Committee meets the second Wednesday of each month and the Fair Board meets the third Tuesday of each month. The Horse Committee and Fair Board will review and make a determination on each application on a first come/first serve basis. If you would like to be present at the meetings to answer any questions regarding your rental requests, please indicate this on your application.

Make check payable to MCFA Fairboard for the arena fee and another check to MCFA Horse Committee for all additional fees.

~ Complete this form and submit the rental form and “Certificate of Liability Insurance” to the address listed at the top of the page for review and consideration by the Muskegon County Fair Association. ~