



RENTAL APPLICATION

The Fair Site Management Group (FSMG) is pleased to offer the Clark County Event Center at rental rates that are very competitive within the industry. FSMG shall have the flexibility to negotiate facility rentals and terms of rent, such as standard rates plus reimbursable expenses, all-inclusive flat fees, or percentages of event revenues, above or below industry standards. Our goal is to provide the flexibility in the structure of rent necessary to successfully host a wide variety of events.

FSMG considers the following when evaluating rental requests:

- **The income potential from the event.**
- **The economic impact on the community.**
- **The development of repeat business.**
- **The reputation of the Event Center as a venue for quality event programming.**
- **The risk and liability for the Event Center and the public.**
- **The ability of the promoter / presenter to successfully finance and produce the event.**
- **The balancing of programming presented to the public.**

FSMG requires event promoters / presenters seeking to book events at the Event Center to demonstrate knowledge of and/or the capacity to:

- **Successfully produce the event in a manner that satisfies all contractual obligations.**
- **Ensure the Safety of the public as well as the facilities and its staff.**
- **Demonstrate experience using facilities similar to the Event Center with space usage regulations, crowd control, and public assembly procedures.**
- **Produce and manage an appropriate event budget.**
- **Plan and implement a successful event marketing campaign.**
- **Maintain financial solvency.**

First time prospective clients need to complete a rental application which includes details of the proposed event and business history of the promoter / presenter. Submittal of a rental application does not guarantee that the event will be booked or dates held. Booking inquiries can be made by calling the FSMG office at (360) 397-6180.



CLARK COUNTY
EVENT CENTER
at the Fairgrounds

APPLICATION FOR RENT

PROPOSED EVENT INFO:

Name of Event: _____	
Event Date(s): _____	Public <input type="checkbox"/> Private <input type="checkbox"/>
Move-in Date(s): _____	Est. attendance: Daily: _____ Total: _____
Move-out Date(s): _____	

Type of Event: _____ Meeting/Convention _____ Sporting Event (describe) _____
 _____ Trade Show _____ Banquet (describe) _____
 _____ Consumer Show _____ Other (specify) _____

Space to be used: _____ Hall A (32,400 sq.ft.) _____ Hall AB (54,000 sq.ft.) _____ South Hall #1
 _____ Hall B (21,600 sq.ft.) _____ Hall BC (64,800 sq.ft.) _____ South Hall #2
 _____ Hall C (43,200 sq.ft.) _____ Hall ABC (97,200 sq.ft.) _____ South Hall #3

_____ Equestrian Arena
 _____ Outdoor areas: _____
 _____ Other: _____

Proposed ticket prices: _____
 Daily Show Hours: _____

Additional Event information and Descriptions:

APPLICANT INFO:

Name of leasing organization: _____
 Representative (w/signatory authorization): _____ title: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____ cell: _____
 e-mail address: _____

Tax ID# _____ Registered in the state of: _____
 UBI# _____

Principal Owners/Managers in Organization _____

List any other individuals, companies, or organizations involved in the presentation of this event:

PREVIOUS PROMOTIONS / EVENTS / EXPERIENCE:

Event: _____ Date(s): _____
Facility: _____ Contact: _____ Phone: _____

Event: _____ Date(s): _____
Facility: _____ Contact: _____ Phone: _____

BANK AND CREDIT REFERENCES:

Institution: _____ Phone: _____ Account # _____
Institution: _____ Phone: _____ Account # _____

FSMG, at its sole discretion, shall maintain the right of approval or disapproval of this application for the rental of the Event Center.

The applicant hereby agrees that the information provided herein is true and factual; that the applicant is not acting on behalf of any undisclosed parties or principals; and has provided a full, complete and accurate disclosure of the information contained herein. The applicant also understands that providing false information could result in the immediate cancellation of the event and/or the implementation of cancellation provisions of the Rental Agreement.

The applicant authorizes FSMG to make a complete and full review of all documents and information listed above and authorizes the disclosure of all materials and records to this process.

Applicant _____ Title _____
Signature _____ Date _____

Please Return completed application to:

FSMG
17402 N.E. Delfel Rd., Ridgefield, WA 98642
phone: (360) 397-6180
fax: (360) 397-6185

For official use only

Date Received _____ Received By _____
Approved _____ Denied _____
Comments: _____

