



Morehouse Activity Center Event Rental Contract

Organization/Producer Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number(s): _____

Contact Person(s): _____

Contact Number(s): _____

Event Name: _____

Event Date(s) Requested: _____

Event Time(s): _____

Time to open for set-up: _____ (For hourly rentals, time starts when gates are opened.)

Will admission be charged for this event? Yes _____ No _____ (If yes, security must be present.)

Concessions (if needed, please estimate): Open Time _____ Close Time _____

Payments: Rental _____ Security Deposit _____

Date of Deposits/Payments: _____

Checks may be mailed or arranged for submission to a board member OR sent via PayPal using this link:
<https://paypal.me/pools/c/8h9aV0hxTJ>

I, the undersigned, agree to all the following:

- A. I am the duly authorized representative of the *above* named organization.
- B. I have read and understand all of the Rules of Operation and Rental Fees, agree that these can only be changed by the officers of the "Friends of The MAC," and agree that this event will be operated accordingly.
- C. I agree that the certificate of general liability insurance will be delivered to Mearl Harper (3768 McQuillin Road Bastrop, LA 71220, at least two working days prior to the event.
- D. I accept responsibility for meeting all financial obligations incurred by this contract, and guarantee reimbursement for any damage, theft, or abuse to the Morehouse Activity Center and equipment.
- E. Finally, I hereby covenant and agree to hold harmless, relieve and discharge the Morehouse Parish Police Jury, "Friends of The MAC," their officers and employees, from any and all liability for loss, injury, or damages to any person or persons for personal injuries or death of any person or persons, or loss or damage to property occasioned by or sustained by reason of the occupancy and use of the Morehouse Activity Center and/or facilities thereof.

Signature _____

Printed Name _____

Signature of MAC Representative _____ Date _____



RULES OF OPERATION

- _____ 1. Completed contract and 100% of security deposit is due at the time of event booking.
- _____ 2. If reservation is made less than 14 days prior to event, completed contract & 100% of rental fee is due at that time.
- _____ 3. If reservation is made less than 48 hours prior to the event, the rental fee is subject to increase.
- _____ 4. The contract must be completed, signed, and all terms met to confirm your reservation.
- _____ 5. Contract and deposits shall be submitted to Amanda Averett through either of the following:
Mail: 194 Simmons Road Oak Ridge, LA 71264 Email: friendsofthemacbastrop@gmail.com
- _____ 6. Concessions will be handled exclusively by Friends of the MAC.
- _____ 7. Events charging admissions at the gate are considered spectator events and the event producer is required to have security present during the event.
- _____ 8. A security deposit is required upon booking or at the same time as the rental fee (circumstantial) as a separate payment. If no damage to the facilities occurs, it will be refunded. If damage in excess of \$200.00 occurs, the renter will be billed for the remainder.
- _____ 9. Renter will provide a certificate of general liability in the minimum amount of \$ 1 million dollars naming the Morehouse Parish Police Jury, Friends of the MAC, and Bastrop Fairgrounds as additional insureds. Proof of insurance is due 14 days prior to the start of the event.
- _____ 10. User agrees not to sublease the facility to any other person, group, or producer.
- _____ 11. User agrees to abide by and enforce the general rules of the MAC.

Initial _____

RENTAL FEES

Main Arena	\$400.00 per day <u>OR</u> \$50.00 per hour (4 hour minimum)
Stalls	\$15.00 per day/night
RV Hook-Ups	\$25.00 per day/night
Paid Spectator Events	\$400.00 Arena fee <u>OR</u> negotiable percentage of admissions.
Vendor Fees	\$50.00 per event or \$100/weekend.
Tractor Rental	\$75 per day <u>OR</u> negotiated price based on intended use, if hourly.
Shavings	Shavings can be made available for events. Prices will vary.

***The MAC has the right to negotiate prices and terms with any renter on a case by case basis (examples include: multiple day shows, multiple days booked at one time/series, recruits, etc.)*

Initial _____



Other Terms & Conditions discussed or negotiated:

Initial _____

General Rules of the MAC

- No alcohol.
- No drugs.
- No firearms.
- No smoking under the building or inside the facility.
- No profanity.
- No animal cruelty.
- No aggressive stud horses.
- Horses must have a current Negative Coggins.
- Do not bring ill or sick horses to expose other horses or the facility.
- Horses may be tied in the stall areas ONLY if they are not in the way of horses being stalled.
- No horse should be in a stall or pen if rental fee has not been paid.
- No bareback riding.
- No riding with a halter.
- Riders under the age of 15 must be accompanied by an adult. (Adult is not required to be on horseback but is required to be present).
- No dogs under the building!
- No littering in the arena.
- Wear appropriate clothing.

Initial _____