

**Jeffco Fairgrounds Facility, Equipment & Service Rates**

*Facility Rates Revised 1/1/14*

*Equipment & Service Rates Revised 4/24/22*

**All rates are for reference only. To receive a true estimate and to confirm date availability, please complete a Request for Proposal (RFP) at [jeffco.us/Fairgrounds](http://jeffco.us/Fairgrounds).**

**FACILITIES**

*Unless noted, facilities include use of facility space and shared common parking, guest Wi-Fi, basic utilities and an on-call team member for on-site needs. The basic rental fees do not include restrooms, storage rooms, event rentals, catering, security, parking control, insurance, materials, exhibits or equipment. Unless noted, all rates listed are full day rates (7 a.m. - 10 p.m.).*

Facility	Description	Youth Rate	Standard Rate	Commercial Rate
EXHIBIT HALL I & EXHIBIT HALL II	Approximately 7,000 sq. ft. (approx. 3,500 sq. ft. each). Rooms can be divided. Shared common lobby and entrance, podium, projection screen, stage with basic lighting wash, limited tables and chairs arranged per advanced plan.	\$250	\$550	\$800
EXHIBIT HALL III	Approximately 3,000 sq. ft. Shared common lobby and entrance, podium, projection screen, limited tables and chairs arranged per advanced plan.	\$125	\$275	\$400
EXHIBIT HALL I, II & III	Approximately 10,500 sq. ft. (3,500 sq. ft. each). Rooms can be divided. Dedicated common lobby and entrance, podium, projection screen, stage with basic lighting wash, limited tables and chairs arranged per advanced plan.	\$375	\$825	\$1,200
EXHIBIT HALL NORTH KITCHEN	341 sq. ft. commercial kitchen.	\$35	\$80	\$125
EXHIBIT HALL SOUTH KITCHEN	324 sq. ft. concession kitchen.	\$35	\$80	\$125
GREEN MOUNTAIN CONFERENCE ROOM A	30 classroom style or 50 auditorium style. Shared common entrance, podium, projection screen, dry marker board, limited tables and chairs arranged per advanced plan.	\$75	\$175	\$250
GREEN MOUNTAIN CONFERENCE ROOM B	40 classroom style or 50 auditorium style. Shared common entrance, podium, projection screen, dry marker board, limited tables and chairs arranged per advanced plan. Snack bar with refrigerator and microwave.	\$75	\$175	\$250
GREEN MOUNTAIN CONFERENCE ROOM A & B	70 classroom style or 100 auditorium style. Rooms can be divided. Shared common entrance, podium, projection screen, limited tables and chairs arranged per advanced plan.	\$110	\$275	\$350
GREEN MOUNTAIN CONFERENCE ROOM C	9 classroom style or 12 auditorium style. Shared common entrance, podium, projection screen, limited tables and chairs arranged per advanced plan.	\$35	\$80	\$125
GREEN MOUNTAIN CONFERENCE ROOM D	9 classroom style or 12 auditorium style. Shared common entrance, podium, projection screen, limited tables and chairs arranged per advanced plan.	\$35	\$80	\$125
EVENT CENTER	Indoor, heated arena (100'x205') with dedicated metal bleacher seating for 400. Arena will be groomed and watered before event. One additional groom and water is included in rental. Arena surface can be hard-packed upon request (additional fees apply). Office and overhead announcer's booth. 28 shared livestock pens with loading dock.	\$200	\$450	\$900
RODEO ARENA	Outdoor arena (250 'x140 ') with outdoor lighting and grandstand seating for approximately 3,500. 28 shared livestock pens with loading dock, vendor pads and announcer's booth. Arena will be groomed and watered before event. One additional groom and water included in rental. No restrooms with rental unless concession stand added to reservation.	\$180	\$400	\$800
RODEO ARENA CONCESSION STAND	Concession kitchen with restrooms for general public.	\$35	\$80	\$125
SILVER SPUR ARENA	Outdoor arena (225'x100') with outdoor lighting, a small announcer's booth and bleacher seating. Arena will be groomed and watered before event. One additional groom and water is included in rental. No restrooms with rental.	\$75	\$175	\$250
TABLE VIEW ARENA	Outdoor arena (215'x100') with outdoor lighting, a small announcer's booth and bleacher seating. Arena will be groomed and watered before event. One additional groom and water is included in rental. No restrooms with rental.	\$75	\$175	\$250
ROUND RING	Outdoor round pen (60' diameter) for equine exercising and lunging.	\$30	\$70	\$110
BARN 1	Indoor arena (60'x100'). Space comes with an overhead door and tie-outs. Arena will be groomed and watered before event. One additional groom and water is included in rental. Arena surface can be hard-packed upon request (additional fees apply). No restrooms with rental.	\$75	\$175	\$225
PARKING LOTS	Collectively, our lots can hold approximately 1,000 vehicles. A variety of gravel, paved and other surface lots exist to support events, but also play host to a variety of other uses. No restrooms with rental.	\$90	\$225	\$300

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Facility	Description	Youth Rate	Standard Rate	Commercial Rate
PICNIC AREA (1-20)	Covered pavilion (50'x80') with a capacity (seated) for 500. Playground and festival grass area.	NA	NA	NA
PICNIC AREA (21-50)	Covered pavilion (50'x80') with a capacity (seated) for 500. Playground and festival grass area.	\$75	\$180	NA
PICNIC AREA (51-100)	Covered pavilion (50'x80') with a capacity (seated) for 500. Playground and festival grass area.	\$150	\$350	NA
PICNIC AREA (101-500)	Covered pavilion (50'x80') with a capacity (seated) for 500. Playground and festival grass area.	\$350	\$775	NA
PICNIC AREA (500+)	Covered pavilion (50'x80') with a capacity (seated) for 500. Playground and festival grass area.	\$750	\$1,600	NA

**ADDITIONAL FACILITY CHARGES**

Charge	Description	Rate
OUTSIDE OF NORMAL HOURS	Per hour earlier than 7 a.m. or later than 10 p.m.	\$300
HOLIDAY	Charges for holiday dates or holiday weekends.	\$300
EVENT SET-UP MODIFICATION	Any modifications requested to an event setup/layout, made by Applicant/Event Manager, within three (3) calendar days of the event load-in will incur a charge of \$100 plus a \$100-per-hour fee necessary to accommodate the requested modification(s).	\$200+
ADDITIONAL ARENA WORK	Arena facilities rented include two arena groomings and watering (one before event and one as requested during the event). Any additional arena work will be invoiced per arena work requested.	100+
DEPOSIT	All facility reservations require a Retainer Fee and a (refundable) Damage Deposit. The Retainer Fee is (at least) 50% of the total facility rental fee and does not include the Damage Deposit.	VARIABLES
CANCELLATION FEE - YOUTH RATE	Applicant may cancel up to 45 days prior to the first day of the event without penalty. A fee of \$250 applies for any cancellations within 45 days of the event date.	\$250
CANCELLATION FEE - ALL OTHERS	Any Applicant who cancels 90 days or more prior to their event will receive a full refund of any rental fee(s) paid. Any Applicant who cancels their event 89 or fewer days from the scheduled event date shall receive NO refund.	VARIABLES
LATE FEE	A late fee of (at least) \$10-per day will be imposed for any payment (Retainer Fee and/or Damage Deposit) not received by the due date shown on the Reservation Agreement.	\$10 per day

**ADDITIONAL LABOR**

Charge	Description	Rate
STAFF	Per person, per hour for additional staff.	\$75
STAFF + EQUIPMENT	Per person, per hour for additional staff and equipment	\$100

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**CAMPGROUND**

*Unless noted, each site fee includes the use of our sanitary dump station, our restroom and shower facilities as well as complimentary Wi-Fi. Campground check-in is at 12 p.m. and check-out is 11 a.m. All rates listed are full day rates.*

Item	Description	Rate
CAMPGROUND BUYOUT	Buyout includes RV Sites 1 - 40 and Tent Sites 1 - 5. Picnic Pavilion and Festival Grass area are priced separately.	\$1,445
50-AMP RV SITE (SITES 1-7)	Back-in, paved site (approx. 72'x16'), 50-amp power, water hookup. 14-day stay limit in a 30-day period.	\$40
50-AMP RV SITE (SITES 8-12)	Back-in, paved site (approx. 57'x17'), 50-amp power, water hookup. 14-day stay limit in a 30-day period.	\$40
30-AMP RV SITE (SITES 13-18)	Parallel-parked, paved site (approx. 54'x18'), 30-amp power, water hookup. 14-day stay limit in a 30-day period.	\$35
30-AMP RV SITE (SITES 19-40)	Pull-through, asphalt sites (approx. 36'x17'), 30-amp power, seasonal water hookup. 14-day stay limit in a 30-day period.	\$30
20-AMP TENT SITE (SITES 1-5)	14ft x 14ft sites, no power, no water hookups. 7-day stay limit in a 30-day period. Only available May-October weather permitting.	\$25
DRY CAMPING (PARKING, NO POWER)	When campground full only.	\$20
DRY CAMPING (PARKING, NO POWER)	When campground is not full.	\$25
RV DUMP FEE		\$20 per dump

**STALLS & PENS**

*Use of stalls and livestock pens requires that all facilities used be clean of hay, refuse, shavings, other types of bedding and any other waste product. Event holders are responsible for removing all stall/pen refuse from the grounds. Unless noted, all rates are full day rates.*

Item	Description	Rate
STALL	Stall rentals include a 10'x10' stall, access to indoor and outdoor wash racks, manure bins and water hydrant.	\$20
STALL CLEANING	Cleaning fee for dirty stalls.	\$20
LIVESTOCK PEN		\$10 per head
MANURE REMOVAL FEE (30 CUBIC YD)		\$380 per removal

**EQUIPMENT**

*Equipment for rental is limited to inventory on hand. Fairgrounds personnel must operate all equipment, requiring an operator. Unless noted, all rates are full day rates for each item.*

Item	Description	Rate
PA SYSTEM (INCLUDES 1 MIC)	PA System options in each Exhibit Hall, Green Mountain Conference A and B, Event Center, Rodeo Arena, Silver Spur Arena and Table View Arena.	\$100
ADDITIONAL MICROPHONES	Microphone options include: wireless handheld, headset and lapel.	25+
TWO-WAY RADIO	Digital two-way radio with dedicated event channel(s).	\$15
WIRELESS INTERNET	Please contact us for dedicated wireless Internet service.	TBD

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HARD LINE CONNECTION	Please contact us for dedicated hard line connection for Internet or phone.	TBD
BEVERAGE TROUGH	50 gallon plastic tabletop trough for chilling beverages.	\$25
TICKET BOOTH	10'x12' booth with three service windows and counters that are ADA height. A/C and electric can be provided as an option.	\$200+
SAFETY BARRICADE	8' red or yellow safety barricade section.	\$20
STANCHION (INDOOR)	Indoor self-retracting stanchion in black.	\$10
STANCHION (OUTDOOR)	Outdoor stanchion with white chain.	\$10
SAFETY CABLE RAMP/PROTECTOR	1-channel and 5-channel tread plate surface provides traction for carts and pedestrian traffic.	\$10
PARKING WAND FLASHLIGHT	Great for crowd and traffic control.	\$5
TRAFFIC CONE	Great for crowd and traffic control.	\$5
STAGE DECK	4'x4' weather resistant stage decks can be configured with other decks in various heights and configurations. Can support weight up to 157lbs per sq. ft. Build a platform or stage from 4'x8' to 24'x48'.	\$30
STAGE STEP KIT	3 step kit for use with stage decks at heights of 24" and 32" only.	\$35
STAGE GUARD RAIL	Add guard rails to stage decks. Priced per section.	\$15+
STAGE SKIRTING	Black stage skirting for use with stage decks. Priced per section.	\$15+
CONCRETE WEIGHT	Weigh down large tents and other structures. Weights range from 400lbs. to 800lbs. Additional equipment and labor rates may be applied.	\$20+
SANDBAG	25lb. black canvas bag.	\$10
FEATHER BANNER KIT	16.5'x3' with flag, pole, base and 25lb. weight. Available in blue, red or yellow.	\$25
WAYFINDING KIOSK	8' tall kiosk can be placed in select areas to accommodate your event. Includes 5 magnetic points for directional signage, 2 brochure holders and a 24"x36" double sided magnetic signage board. Client/Event provides signage. Additional equipment and labor rates may be applied.	\$100+
VMS BOARD	Programmed messaging on portable digital message boards used for traffic and event messaging.	\$100
SWINGING A-FRAME BOARD	24"x36" double-sided board with red and black letters on a white background to create a high contrast, eye-catching message.	\$25
STANDARD A-FRAME BOARD	24"x36" double-sided board for signage placement. Client/Event provides all signage. Available in black.	\$15

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CHALKBOARD A-FRAME BOARD	24"x36" double-sided board. Client/Event must provide chalk and eraser.	\$15
DRY-ERASE BOARD EASEL	Client/Event must provide dry erase markers and eraser.	\$15
SOCIAL MEDIA POSTING	Posts or messages you'd like us to share on our platforms.	\$50 per social media post
PORTABLE BLEACHERS (50 CAPACITY)	15'x9'x5' aluminum seating. Additional equipment and labor rates may be applied.	\$100+
PORTABLE BLEACHERS (180 CAPACITY ONSITE)	34'x10'x9' aluminum hydraulic seating. Additional equipment and labor rates may be applied. On-site pricing applies for offsite usage if client/event picks up and drops off. Clients will need to have a 2" hitch ball and receiver, that is capable of handling 1,200 pound tongue weight.	\$250+
PORTABLE BLEACHERS (180 CAPACITY OFFSITE)	34'x10'x9' aluminum hydraulic seating. Additional fuel, mileage and labor costs may be applied. Offsite and FG picks up and drops off.	\$1000+
METAL BARSTOOL	Backless stackable modern barstool with square seat.	\$10
WOODEN BARSTOOL	29" square leg barstool.	\$5
WOODEN WHISKEY BARREL	35"x10". Additional equipment and labor rates may be applied.	\$35
WOODEN BAR	Various sizes. 7'1" being the smallest and 8'4.5" being the largest. Additional equipment and labor rates may be applied.	\$150
HIGHTOP COCKTAIL TABLE	30" round wood cocktail table at 42" height.	\$13
SPANDEX LINEN	30" x 42" banquet fitted highboy cocktail spandex table cover, 8 ft (96" x 30" x 30") rectangular fitted stretch spandex table cover and 6 ft (72" x 30" x 30") rectangular fitted stretch spandex table cover.	\$14
MUSIC STAND	Manhasset model #48 sheet music stand.	\$10
POSTER STAND	Fits for 8.5 X 11" poster, adjustable stand height, and poster frame revolvable to horizontal or vertical view display.	\$10
SWAMP COOLER	Port-A-Cool evaporative air cooler (67"x60"x34")	\$150
FLOOD LIGHTS	15,000 lumen LED flood light. Comes with a tripod and a 25 lb. black canvas sandbag.	\$30
CUSHION BARSTOOL WITH BACK	Adjustable seat height, foot ring, gas lift, with wheels. Available in grey.	\$12
LOCKABLE COOLER	Available in blue or tan.	\$40
PORTABLE PROJECTOR SCREEN	Two (2) 60" x 80" screens and one (1) 67" x 37"	\$15
PORTABLE PA SYSTEM	12-inch 4,000 watt DJ/powered PA speaker system with bluetooth/USB/SD Card/remote control. Comes with two subwoofers and 8x array speakers.	\$100