



## UNION COUNTY ARENA USAGE AGREEMENT/APPLICATION

The following defines the requirements that must be met and the agreements that must be reached before any organization and/or group is authorized to use the Union County Arena for their private function or activity. This agreement is between the proposed user organization/group and the Union County Saddle Club, acting on behalf of the Union County Recreation Department.

Name of proposed using group/organization and contact names:

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Purpose or description of proposed activity:

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Date(s) and time span of proposed activity:

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List special needs or arrangements required for proposed activity:

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\_\_\_\_\_ By signing this agreement, the using organization/group agrees that the Union County Saddle Club and the Union County Recreation Department may not be held responsible for any accident, loss, damage or injury that occurs during or related to the above described activity. The using organization/group must provide, show proof of, appropriate insurance that will cover the cost of the proposed event. It is further understood that an ARENA USAGE FEE of \$\_\_\_\_\_ will be charged for said use. This fee must be agreed to and paid before the activity is approved/held, unless other arrangements have been agreed to (in writing) in advance.

Use of the Union County Arena carries with it the responsibility of keeping the entire facility clean (in at least as good or better condition than you found it) and taking care not to damage or deface any of its buildings, fences, and/or equipment. To this end, a \$\_\_\_\_\_ CLEANING DEPOSIT may be charged. This fee must be paid before usage is approved. If the facility is found to be clean and in proper order after the activity is completed, the cleaning deposit will be returned to the user.

**CANCELLATION POLICY:** If the event is cancelled less than 10 days prior to the event, none of the arena usage fee will be refunded. If it is cancelled less than 30 days prior to the event, half of the arena usage fee will be refunded. A full refund will occur if the event is cancelled 30 days or more prior to the event.

Signature and title of using organization/group official:

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Upon completion of this form, please mail or email it to:

Union County Saddle Club, Inc.

c/o Kayla Murphy, Secretary

724 Nicholson Rd Blairsville, Ga 30512

Phone: 706-897-7407 cell/ E-mail: unioncosaddleclub@gmail.com