

EVENT RENTAL FORM

CONTACT INFORMATION

Name _____

Email _____

Address _____

Phone _____

EVENT INFORMATION

Event Name _____

Size of the Event _____

Proposed Event Days _____

What space are you interested in renting? _____

How did you learn about us? _____

Please email completed form to fairgrounds@gallatin.mt.gov or upload on the contact us page!

RENTAL INFORMATION

Every rental comes with 30 free chairs and 5 free tables, we have additional tables and chairs for rent at \$6.60/table or \$.66/chair if needed.

Each rental has to carry a certificate of liability insurance in the amount of 1.5 million. If you want to bring in your own alcohol you need to carry the "Host Liquor Liability" on your insurance which is making you liable for the alcohol on the grounds. If you want to have a bar the American Legion is the sole purveyor for the Fairgrounds and you would need to go through them.

You can bring in catering or you can bring in your own food. If you are going to have your event catered we need a copy of the caterer's food license and insurance. Once you narrow down your caterer, I will gather that information for you. If you bring in your own food we consider that potluck style and don't need any additional documentation for that. Or if you are going to want to go food truck route we can discuss those options as well.

RENTAL PRICING

Building 1 is \$436/day or \$52.50/hour, 7,000 square feet and can hold up to 500 people with tables and chairs.

Building 2 is \$436/ day or \$52.50/hour, 6,000 square feet and can hold up to 400 people with tables and chair.

Building 3 is \$334/day or \$52.50/Hour, 4,000 square feet and can hold up to 300 people with tables and chairs

Building 4 is \$610/ day or \$52.50/hour, 3,600 square feet and can hold up to 300 people with tables and chairs and includes a large commercial kitchen and attached restrooms.

*Additional Renal Pricing can be found on our Facilities Rate Sheet under Facilities on the website

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