

MARINA EQUESTRIAN ASSOCIATION EVENT AGREEMENT

M.E.A. Events: PO Box 1320, Marina CA 93933 (831)521-6168

EVENT POLICIES:

- 14 Days advance notice required.
- Certificate of Insurance required.
- Permits may be required for parties of 25+ with food service. Please obtain appropriate permits from the City of Marina prior to the event.
- Observe posted speed limits at all times. Drivers yield to horses and handlers.
- Dogs must be on a leash, in hand. Handlers are required to pick up after their dogs and properly dispose of waste.
- Alcohol is not allowed.
- Music must cease by 9:30pm and guests depart the grounds by 10:00pm.
- Grounds, buildings and restrooms must be left clean and all litter and garbage must be removed. Expenses incurred for damage and/or cleaning will be deducted from the cleaning deposit.
- Refund of cleaning deposit will occur after buildings & grounds inspection.
- Deadline for clean up is 9:00am of the following morning.
- Host may be required to contact dumpster service.

EVENT NAME: _____

DESCRIPTION: _____

ORGANIZATION: _____

NON-PROFIT: ____YES ____NO FUND RAISER: ____YES ____NO

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

MAIN CONTACT (NAME): _____

PHONE: _____ MOBILE: _____

EVENT DATE(S): _____ SET UP DATE: _____

EVENT TIMES: _____

ESTIMATED NUMBER OF ATTENDEES: _____

FACILITIES REQUIREMENTS:

(Please check all that apply)

Large Arena _____ Warm Up Arena _____ Round Pen _____ Audio _____
(\$150 per day)

Arena Equipment _____

Short Term Boarding _____ Number of Horses _____ Trailer Parking _____
(\$20 per night per horse) (Proof of vaccinations required)

Clubhouse _____ Cottage _____ Picnic Area _____ BBQ Grill _____
(\$50 per day)

Other _____

Facilities Fees: \$ _____ + Cleaning Deposit: \$50 = TOTAL: \$ _____
(Please remit separate checks for Facilities Fees & Cleaning Deposit)

INSURANCE CERTIFICATION:

Marina Equestrian Association **must be named** on the certificate as follows:

Marina Equestrian Association
PO Box 1320 / 2830 5th Avenue
Marina, CA 93933

PERMITS: Please check with the City of Marina. Permits, if applicable are the signer's responsibility.

PRINT NAME (EVENT REPRESENTATIVE) DATE

SIGNATURE (EVENT REPRESENTATIVE) DATE

SIGNATURE (M.E.A. BOARD OF DIRECTORS) DATE

Mail completed event application to Marina Equestrian Association.

FOR OFFICE USE ONLY:

Cleaning Deposit Received: _____ Facilities Use Fee Received: _____
Insurance Certificate on File: _____ Permits Required: _____ Yes _____ No