

Duchesne County Centennial Event Center



Rental rates and Rental policy

60 West 400 South, P.O. Box 910, Duchesne, Utah 84021 | 435-738-1144 | www.duchesneevents.com

The Duchesne County Centennial Event Center reserves the right to cancel any scheduled event if a larger paying event (exceeding \$500.00 or more) requests the needed date(s). If this should happen, the Lessor will return 100% of any deposit paid, and the Lessee will be given an option to reschedule to another available date. The Lessee will be notified a minimum of 30 days before their event date.

Rental scheduling:

Lessee must allow 24 hr. minimum notice for scheduling an event.

- Lessee's estimating a gross profit of \$750.00 or less per event will not be allowed to schedule an event more than three (3) months in advance.
- Lessee's estimating a gross profit of \$751 or more per event will be allowed to schedule an event up to one year in advance.
- Lessee's **must** be current on any money owed to the Duchesne County Centennial Event Center before scheduling an event, **no exceptions**.
- A set-up fee could be assessed if a unique or extensive set-up is requested.

Cleaning deposit:

All events require a \$50.00 cleaning deposit per room used, including the kitchen. Lessee is responsible for the removal of garbage at the end of their event. A \$150.00 damage or extra clean up fee will be charged if any physical damage occurs during the event or if excessive clean-up is required after the event. A valid credit card must be presented prior to the event to be kept on file should this charge be rendered.

Cancellation policy:

Cancellations for any event must be made at least 30 days before the scheduled event, **NO EXCEPTIONS**. Cancellations made less than 30 days before the event will be charged a 3-hr minimum rental fee or 50% of Lessee's security deposit, whichever is greater. Cancellations made less than seven days before the event will be charged a 3-hr minimum rental fee or forfeit 100% of Lessee's security deposit, whichever is greater. ****Emergency Cancellation:** *The Duchesne County Commission has the right to cancel any scheduled event for emergency purposes. Advance notice is not guaranteed, but any rental fee or security deposit will be refunded 100% with an option to reschedule.*

Rental Cost	For-profit Event	Not For-profit Event	Holiday
Indoor arena – as is	\$40/hr., w/3 hr. min.	\$30/hr., w/ 3 hr. min.	\$80/hr.
Outdoor arena – as is	\$175 per event	\$150 per event	\$100/hr.
Tractor	\$75/hr.		\$100/hr.
Horse Stalls	\$25 w/1 bag shavings		
RV Space (seasonal)	\$25 + tax, per day		
Conference room 1	\$30/hr., w/3 hr. min.		\$50/hr., w/3 hr. min.
Conference room 2	\$30/hr., w/3 hr. min.		\$50/hr., w/3 hr. min.
Conference room 3	\$20/hr., w/3 hr. min.		\$40/hr., w/3 hr. min.
Conference room 4	\$20/hr., w/3 hr. min.		\$40/hr., w/3 hr. min.
Kitchen	\$50 per day		

Misc.

If any event utilizes the horse stalls and rents out a minimum of 200 stalls, the Lessee will qualify for a discount on their event's total cost.