

# THREE FORKS RODEO ARENA (TFRA)

PO Box 187  
Three Forks, MT 59752  
406-272-3716

## APPLICATION FOR USE OF ARENA OR FACILITIES

Please read this application thoroughly, complete all spaces (if not applicable please write "N/A"), and return to the Executive Secretary at PO BOX 187, Three Forks, MT 59752 or 206 Main Street, Three Forks, or via email to [info@threeforksrodeo.com](mailto:info@threeforksrodeo.com) Upon approval, this application will become a binding contract.

**Renting the Arena** includes access and use to the Crow's Nest. The TFRA has a PA system, you do not need to bring your own. You must follow the documented operating instructions for the PA system and it must be found in the same condition or the deposit will not be refunded. The Arena will be watered and groomed prior to your arrival. If you need an operator during your event to continuously groom the arena, you must specify in your application below. The Rodeo Grounds has 2 port-a-potties on the east end of the arena, 2 on the west end, and 1 under the Crow's Nest for your use (total of 5). This should handle up to 75 attendees for 2 days. If you need additional port-a-potties to service more than 75, please adjust the additional restroom service in the application. The Rodeo Grounds has 2 dumpsters: 1 at the east end near the Cook Shack and 1 along Kansas Street/parking lot area. TFRA will ensure the port-a-potties and dumpsters are serviced and the grounds are free of debris prior to your event.

**Renting the Barn Building** must be noted on the application if you wish to use it during your Arena rental. Otherwise the barn building may be rented out separately to another user.

We are not typically onsite during your event. Prior to your event you must check out a set of keys at Three Forks City Hall (206 Main Street). All facilities must be picked up and left in good condition upon your leaving. Please report any safety, maintenance or other issues to the number above ASAP.

Event Name / Purpose \_\_\_\_\_

Date(s) of Event \_\_\_\_\_ Time \_\_\_\_\_

Will you charge Admission? Y N (Circle one)

Contact Name \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email: \_\_\_\_\_

Additional Phone Number \_\_\_\_\_ Estimated Number of Participants \_\_\_\_\_

Insurance Provider \_\_\_\_\_ (Must provide certificate of insurance prior to event)

**IF YOU HAVE ANY SPECIAL INSTRUCTIONS, PLEASE WRITE THEM HERE:**

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Office Use Only:

Date App. Rec'd \_\_\_\_\_ Deposit Rec'd? \_\_\_\_\_ Posted on TFRA Calendar? \_\_\_\_\_ Invoice Sent on \_\_\_\_\_

**DEPOSITS DUE 30 DAYS PRIOR TO EVENT:**

Arena Deposit Required \$200.00  
 Garbage/Trash Deposit Required \$100.00 per event

The following charges on the next page of this application are per day, unless otherwise specified.

**A la Carte Facility Rentals and Rates**

Description	Qty Days / #	Rate	TOTALS
Arena Base Rate		\$200	
Additional Grooming (\$50/hour)		\$50	
Vendor		\$50	
Stall Rental (per stall)		\$20	
Electrical Hook-Up (RV)		\$30	
Barn Building		\$150	
Additional Restrooms Service (per unit)		\$70	
Lights		\$200	
Miscellaneous (Gate / Admission)		\$250	
Practice Working Chutes (per hour)		\$20	
<b>Total Charges</b> (Due prior to event)			
<b>Less Refundable Deposit</b>			
<b>TOTAL DUE</b>			

**NOTICE: \$100 Cancellation Fee (2 week notice required)**

Make Check Payable To:  
 Three Forks Rodeo Arena

Mail Application and copy of Liability Insurance To:  
 TFRA • PO Box 187 • Three Forks, MT 59752 • 406-272-3716

I, the undersigned renter of the Three Forks Rodeo Arena property, agree to abide by all rules and regulations of the arena, and agree to leave the grounds at the conclusion of the event in the same condition as at the beginning of the event. Renter agrees and understands deposits will be returned or applied to total charges if the foregoing terms are met. A Board Member or Executive Secretary will inspect the grounds with the event sponsor at the conclusion of the event to determine the condition of the facility.

\_\_\_\_\_  
 Renter Date Board Member/Secretary Date

Office Use Only:  
 Date App. Rec'd \_\_\_\_\_ Deposit Rec'd? \_\_\_\_\_ Posted on TFRA Calendar? \_\_\_\_\_ Invoice Sent on \_\_\_\_\_