



# William Clark Chamberlin Equestrian Center

## Facility Use Agreement



3900 Abbott Rd. Anchorage, Alaska, 99507 (Physical Address)  
 P.O. Box 112195, Anchorage, Alaska 99511-2195 (Mailing Address)  
 907-522-1552

### FACILITY USE AGREEMENT

Dates and arenas will be considered reserved when Anchorage Horse Council (AHC) receives this form appropriately filled out with accompanying payment in the form of a 25% deposit. Please mail to above Mailing Address: Attn: "Treasurer" or email to [AHCscheduling@gmail.com](mailto:AHCscheduling@gmail.com). Provide Anchorage Horse Council with proof of insurance for your event prior to the start of the event and liability waivers for all participants!!! Extra services (e.g., additional services such as arena dragging/watering (once is included), jumps, assistance with set-up and tear-down) and any damages will appear on a final invoice. Stall rentals are SEPARATE and stall coordination is the responsibility of event management.

Event Name:	
Renter / Contact Person:	
Contact email:	
Contact phone:	
Address:	

#### BY ARENA (HOURLY)

Rental Arena 1:	Dates:	Fees:
Extra services/equipment/fees if applicable(please specify):		
Total:		

#### BY ARENA (DAILY OR HALF-DAY)

Rental Arena 1:	Dates:	Fees:
Total:		
Rental Arena 2:	Dates:	Fees:
Total:		

#### ENTIRE FACILITY

ALL ARENAS	Dates:	Fees:
Total:		

Extra services/equipment/fees if applicable(please specify):	Total Additional Fees: \$
	Total Dues for Event: \$
	25% Due for Reservation: \$

## ARENAS AND FEES

Arena*	Interval	Rate
Entire Facility Rental (all 5 arenas)	Full Day Rate:	\$1,320
Exclusive hourly use of any arena	Per Hour	\$25
Roundpen	Per Hour	\$10
Main Arena (150'x300')**	Weekend	\$300
	Weekday	\$165
	Half-day	\$85
Tozier Western Arena (130'x254')	Weekend	\$220
	Weekday	\$165
	Half-day	\$85
Dressage Arena (66'x198')	Weekend	\$220
	Weekday	\$165
	Half-day	\$85
Schooling Arena (90'x175')	Weekend	\$110
	Weekday	\$85
	Half-day	\$45
EATA Covered Arena (80'x160') Contact EATA at: <a href="https://equineassistedtherapyalaska.org/equidome-rental/">https://equineassistedtherapyalaska.org/equidome-rental/</a>		

\*Subject to availability; Specify at the time of the reservation if the use of announcers stand and PA equipment is needed

\*\* Partial main-arena rentals will be considered on a case-specific basis depending on availability and discretion of AHC board

## EXTRA SERVICES AND EQUIPMENT

All services and arena equipment is included in arena rental except:

- Jumps: \$30/Full day only.
- Stalls: \$20/daily stall rental fee (additional \$20 cleaning fee if not stripped)
- Round Pen Moved: \$100 (includes both ways).
- Extra Arena Drags: \$20 each (above one time per day).
- Extra arena watering/dragging \$30 each (above one time per day).

## LESSONS/INSTRUCTION

All instructors/trainers/coaches giving lessons outside of an event must have a Trainer Membership (Individual Membership + \$60). Student must either be WCCEC Members or pay the Day Use fee (\$20). Guest clinicians who are not residents of Alaska require:

- Review "Rules and Policies."
- Review and sign the liability waiver.
- Provide proof of insurance.
- Pay arena rental fee.

## EVENT MANAGEMENT RESPONSIBILITIES

- Unlock stalls for your event participants and provide stall cards for each stall used. Provide AHC with updated stall chart (in the drop box) for each day.
- Notify AHC of the owner/horse for each stall and total number of stalls and days rented using the Stall Chart. Collect \$20 stall rental fees. For any stalls left unclean with bedding, manure, or hay, a \$20 cleaning fee will be added to the final invoice. *Stall deposits may be collected from participants in advance, or cleaning fee reimbursement may be sought, at the discretion of event management.*
- All manure carts and tools are emptied and returned, and trash disposed of properly.
- Verify signed liability waivers and negative EIA for all non-member participants and forward to AHC.

## TERMS AND CONDITIONS

Only facilities/equipment/services requested will be reserved. Other users may be granted use of any facility that you do not request. If your application dates cannot be reserved due to a scheduling conflict, you will receive written notification as soon as possible and your deposit will be returned. If you re-apply for different dates, your re-application will be processed according to the postmarked date on the re-application.

Application will not be processed unless deposit is received. Deposits are non-refundable if you cancel the event, although they may be transferred to an alternate date, subject to availability. Any special request must be received in writing, seven days prior to the event. Fill out separate form for each event being scheduled.

This agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the Anchorage Horse Council, Inc. (hereinafter referred to as "AHC") and \_\_\_\_\_ (organization, hereinafter referred to as "Applicant"). Council grants to Applicant the non-assignable right to use WCCEC's facilities for the period of time as specified in the attached WCCEC Facility Use Application and shall vacate the premises prior to 10 p.m. on the last day of use. Use of the grounds before or after these times will be at the discretion of Center Management and may be subject to additional fees.

#### Deposits/Fees

- A. Applicant agrees to pay AHC the remainder of all fees shown and described in the attached WCCEC Facility Use Application.
- B. Final payment of all fees is due within 15 days of close of show or event. Use in excess of scheduled dates is subject to availability and will be charged according to the WCCEC Facility Rental Information. An additional fee of twenty-five dollars (\$10.00) per day may be charged for each additional day that balance remains unpaid.

#### Insurance

Applicant is required to procure liability insurance in the amount of five hundred thousand dollars (\$500,000.00). Rodeos require Liability insurance minimum of one million dollars (\$1,000,000.00). Council and the Municipality of Anchorage must be named as separate insured on the policy. A written copy of the Certificate of Insurance shall be provided to Center Management not less than one week prior to use of facilities. AHC may cancel an event for which timely proof of insurance is not provided.

#### General Terms and Conditions

- A. Applicant must read, agree to, and sign the attached WCCEC Rules and Policies.
- B. AHC agrees to furnish the facilities and equipment listed in "as in" condition. Applicant agrees to be responsible for all items and will pay for, replace, or repair items missing or broken. Wear resulting from normal usage is expected.
- C. Facilities are to be left in the same condition as found. Cleanup is required during the course of the show and final cleanup to be completed within 24 hours following end of event. Center Management provides dumpsters and trashcans for use by Applicant.
- D. Show grounds will be prepared appropriately by Center Management prior to each day's use. AHC will provide a tractor and trailer to assist in setting the initial course, as part of the fee for the use of the jumps, providing arrangements are made in advance (minimum 7 days).
- E. There shall be no horse kept overnight on the grounds unless stabled in a stall.
- F. No horses shall be left unattended. Applicant shall designate a responsible adult to remain on the grounds at all times while horses are on the premises. The name of the designated adult shall be provided to Center Management prior to the show. The adult shall be provided with keys to the premises. Keys are to remain on the premises. The vehicle of the designated adult may be parked in the vicinity of the barns. Recreational vehicle or trailer of the designated adult may use electrical power provided by the Center Management.
- G. A current, negative EIA certificate (six months or less) is required for any horse on the premises.
- H. AHC reserves the right to use, or offer for use, such portions of the Center that are not included in the agreement.
- I. AHC does not relinquish and retains the right to enforce all necessary laws, rules and requirements related to management and operation of the Center. AHC retains the right to enter the premises at any time, and on any occasion, without any restrictions whatsoever. The right of the AHC does not relieve Applicant from primary responsibility to ensure the Center's rules are followed. Applicant agrees to abide by and enforce all Center rules and requirements are followed by all participants, exhibitors, guests, and audience members.

Entry Requirements

Applicant shall provide each participant in their event with the following paragraph in its entirety:

*I, the participant named herein, or parent/guardian of participant named herein, assumes the risk of personal injury, property damage, death or other loss of any nature whatsoever, regardless of cause, while using the facilities of the William Clark Chamberlin Equestrian Center. I agree to be solely responsible for the acts or behavior of any animal I ride and/or any animal under my control or handling, recognizing and agreeing that horse sports may be DANGEROUS AND HAZARDOUS ENDEAVORS, EVEN LEADING TO PERMANENT INJURY OR DEATH. I agree to indemnify, hold harmless and defend William Clark Chamberlin Equestrian Center, Anchorage Horse Council, Inc., the Municipality of Anchorage, and their respective employees, agents and representatives from and against all claims, demands, causes or action or losses of any kind whatsoever caused by the animal I own, rode or the animal under my control and/or handling.*

Each entry form shall also contain the following: Name, address, phone number, and signature of each owner, trainer, coach, rider/participant and when applicable, the signature of all minor parent/guardians.

Required Signatures

Applicant hereby releases the Anchorage Horse Council and the Municipality of Anchorage, their employees, agents, and representatives from any and all liability for damages, injuries, losses, or claims suffered by any participant, guest, or spectator to his/her person or property.

I have read and agree to abide by the WCCEC Rules and Policies.

\_\_\_\_\_  
Applicant Signature    Date

\_\_\_\_\_  
Printed Name    Date

\_\_\_\_\_  
AHC Representative                                        Date

\_\_\_\_\_  
Printed Name    Date

*Form updated: April 29, 2023*