



BIG SKY HORSE PARK

OPERATED BY THE MISSOULA HORSE COUNCIL

Welcome to the Big Sky Horse Park! Thank you for your interest in bringing your show/clinic to our facility. Whether you're an old pro at planning shows or this is your first time, we want to make sure that everyone is given the proper tools to plan a successful event, as well as follow the park guidelines. Part of our commitment to making this park a better place is to offer our assistance where needed. Please let us know if you need suggestions or help along the way!

Select your date and name your show. Our policy is that your event will be posted on the park calendar once you have submitted your paperwork (see attached), have paid your deposit, and we have confirmed that your date of choice is available. Cindy Arnott, cindyrknot@gmail.com is our Events Coordinator. Please work with her throughout your event planning process.

We require your reconciliation documents be turned in within a MAXIMUM of ten days from the conclusion of your event. This allows us to process payments, conduct any inspections in a timely fashion and return your deposits as soon as possible.

Please use the checklist on page two to ensure you have submitted all the documents required to host a show at the Big Sky Horse Park:

We can assist you with details such as the following:

- Information required on attendee registration forms
- Requirements & rentals for additional portable toilets
- Watering & dragging arena, requirements and fees
- Use of PA system
- Available arenas and jumps
- Stall management
- Any additional questions about planning your show

Thank you for hosting your show with us!

Sincerely,
Lynn Thee
President, Missoula Horse Council
406.396-1302
lynn-thee@hotmail.com

I have read and understand these terms and regulations for using the facilities at Big Sky Horse Park.

By signing below, and initialing the top of each page in this packet, I certify that I understand and accept that the Missoula Horse Council, Inc, Big Sky Horse Park and Missoula County are held harmless and not responsible for any injury, damage or loss to any person, animal or property as a result of these of these facilities.

Signature of Show Manager: _____

Date: _____

BIG SKY HORSE PARK USER AGREEMENT FOR CLINICS & SHOWS

1. To pay fees as set forth in accompanying fee schedule.
2. To notify the Missoula Horse Council at least one month in advance of the event. Clinics and shows with a previous year's date must submit date requests prior to the Missoula Horse Council March meeting in order to have a preference of dates over new dates requested. Otherwise the date may be forfeited. Requests must be submitted with fees, deposits and a signed copy of this agreement to guarantee the date.
3. To arrange for all participants in the event to sign a waiver releasing the organizer of the event, Big Sky Horse Park, the Missoula Horse Council and Missoula County from liability for Injury or damages resulting from the event activity.
4. To have liability insurance for the event and to provide Missoula Horse Council a certificate of insurance in advance of the event that lists the Missoula Horse Council and Missoula County as additional insured parties.
5. To order and pay for a second portable toilet, for use in addition to the Parks permanent toilet, at the event.
6. To gather all garbage from all areas in use during the event. This Includes removing garbage bags from the trash barrels located throughout the area of use and placing them in the dumpster provided.
7. To clean up hay and manure left from all areas used during the event.
8. To notify concessionaires that they are subject to Missoula County Health Department regulations.
9. To designate a person from user's organization who will be responsible for obtaining and returning all keys to the appointed Horse Council member.
10. To return all equipment to proper storage, to turn off lights, P.A. system, and pumps, and to lock facilities.
11. To accept responsibility for any damage and to pay for repairs. NOTE: Damage to stalls, including flooring (i.e. digging holes), will result in deposit being revoked.
12. To ensure that all dogs are on leash and that no horses are tied to the arenas.
13. To encourage participants to become members of the Big Sky Horse Park. (Membership dues help maintain and improve the park, and all access to one of the region's foremost equestrian facilities.)
14. To submit final accounting to BSHP postmarked no later than 10 working days from show date.

RENTER INFORMATION AND SIGNATURE:

By signing below, event organizer(s) agree to the terms of this Agreement. The contract will take effect upon receipt of the required Facility Deposits. All fees must be paid prior to return of any deposits.

I have read and agree to the stipulations set forth in the USER AGREEMENT FOR CLINICS & SHOWS at the BIG SKY HORSE PARK. I understand and accept that the Missoula Horse Council, Inc., Big Sky Horse Park and Missoula County are held harmless and not responsible for any injury, damage or loss to any person, animal or property as a result of the use of these facilities.

Signature of Show Manager_____

Date_____

Organization: _____

Show Manager: (if Different) _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____

Cell Phone (if Different):_____

Email: _____

Please make checks payable & mail to:
Missoula Horse Council
P.O. Box 3841 Missoula, MT 59806-3841

NOTE: Returned NSF checks subject to \$50 reprocessing fee.

BIG SKY SHORSE PARK / 3500 North Ave., Missoula, MT www.bigskyhorsepark.org