



# Cheyenne Mountain State Park

## Prairie Skipper Event Facility 2010 Rental Agreement for reservations confirmed prior to March 1, 2010

With superior facilities and stunning views, the Prairie Skipper Event Facility is the perfect choice for any group outing. To ensure that your event is a success, please thoroughly read the following. Make sure that you understand and agree to this information before you sign the agreement. Park Staff will be happy to clarify any questions you may have.

### GENERAL INFORMATION:

- The Prairie Skipper Facility can accommodate groups up to 200 people. There is a maximum of 200 people and 85 vehicles.
- Use of the Prairie Skipper Facility requires a valid and confirmed reservation. Reservations are made through the Visitor Center at Cheyenne Mountain State Park.
- The 2010 rental season for Prairie Skipper is May 1 through October 31. Reservations for the season can be made starting January 2nd of the year of the event. No year-in-advance (or longer) reservations will be accepted.
- Reservations are only confirmed with full payment and a signed agreement. Payment is required at the time of the reservation.
- Rental of the area entitles the renter exclusive use of the Prairie Skipper pavilion and parking area on the day of the reservation (facility hours are 9am—9pm from the first weekend in May through September and 9am-6pm in October). No implied rights or reservations are granted as to camping or other park amenities. No additional access or use of the facility will be granted prior to or after confirmed reservation date(s) and time(s). Additional date(s) will require separate agreement(s) and daily fees.
- Commercial activities, events with the sale of any items, or events that require extra services provided by park staff as determined by Parks staff will require a Special Activity Agreement and may result in extra fees and conditions.

### PICNIC AREA AND PARK REGULATIONS:

- As with all areas of the park, every visitor to the Prairie Skipper area is required to obey all rules and regulations of the Division of Parks and Outdoor Recreation, and any other regulations that may apply. These rules and regulations come directly from Title 33 of current Colorado Revised Statutes and are citable offenses. A complete list of park regulations is available upon request or online at [www.parks.state.co.us](http://www.parks.state.co.us).
- Important park regulations to keep in mind at Prairie Skipper include:
  - Every vehicle entering the park must have a valid park pass.
  - All vehicles must stay on designated roadways and parked in designated spaces at all times. Driving off of the pavement (even to just drop off supplies or set up the event) is strictly prohibited.
  - **By statute, only 3.2% alcohol is permitted** (including kegs). Any 6% alcohol or hard liquor will be disposed of and citations may be issued.
  - Music is permitted but may not be played at a decibel level that interferes with the use and enjoyment of the park by other park visitors as determined by park staff. Park staff can require that volume be turned down.
  - No open fires are allowed in the Prairie Skipper area. Use the charcoal grills provided (bring your own charcoal). Gas grills may be brought in with prior park staff approval.
  - Smoking is strictly prohibited on the trails or in the backcountry. Smoking is permitted in the parking lot or pavilion area provided all butts are disposed of properly in cigarette urns.
  - Pets must be kept on a leash and cleaned up after at all times. Leashed pets are always welcome in the parking lot and pavilion area, but **no pets are allowed on the trails or in the back-country**.
  - Nothing may be attached to any park sign or tree by any means. Banners, signs, etc. may not be attached to the pavilion or fence with nails, staples, tacks, etc., tape may be used if it can be and is completely removed without any damage or permanent mark to the structure.
  - Temporary directional signs may be placed only on **stakes** at intersections and **must be removed** at the end of the rental. Signs left up beyond the event will be considered litter and a citation may be issued.
  - The facility must be left in a clean and orderly condition upon the completion of the event. Place all trash in receptacles and dumpster provided.



**FEES(rental fees listed apply to reservations confirmed for the 2010 season)**

- The rental fee is \$150.00 per day for Monday- Friday rental and \$200.00 per day for Saturday or Sunday rental.
- All reservations must be made at least seven days in advance.
- Every vehicle entering the park to attend an event or in conjunction with an event at Prairie Skipper must have a valid park pass. The facility rental fee *does not* include this required fee.
  - Daily passes are \$6.00 per vehicle.
  - Commercial buses and vans require special permits, ask for fee information at the park office.
  - Special arrangements may be made at the Park Office for advance purchases of daily passes.

**CANCELLATION POLICY:**

- **No refunds will be given for lack of attendance or inclement weather.**
- If the cancellation is requested more than fourteen days prior to the event, 25% of the base fee will be retained as a cancellation fee (equal to \$37.50 per day for a weekday rental and \$50.00 per day for Saturday or Sunday rental)
- No refund will be given if the cancellation is requested any time within the fourteen days prior to the rental.
- Consideration may be given to a one-time reschedule within the same rental season if the cancellation request is received at least seven days prior to the day of the rental.

Current Date		<b>Reservation #</b> <small>(completed by park staff)</small>	<b>PSEF- 1</b> ___ - ___ - ___ - ___
Date(s) Requested		<b>Estimated Arrival Time</b> <small>(No earlier than 9:00 am)</small>	: AM PM
Time of Event	: AM PM	<b>Estimated Ending Time</b> <small>(No later than 9pm May-Sept. No later than 6pm other days)</small>	: AM PM
Name of Group			
Type of Event		Number of Participants	
Responsible Party			
Mailing Address			
Contact Home Phone	( )	Contact Cell Phone	( )
Contact E-mail	Confirmation will be sent to this address		

FEES	DESCRIPTION	TOTAL AMOUNT
<b>Facility</b>	Use of Prairie Skipper Area \$150.00 per day x _____ (number of days)	\$
	Use of Prairie Skipper Area \$200.00 per day x _____ (number of days)	\$
<b>Other</b>	Use of Horse Shoes \$5.00 per day x _____ (number of days)	\$
	Special Activity Permit (if applicable) \$20.00	\$
	Other Fees: _____	\$
May be paid by check, money order or credit card. Check payable to: Cheyenne Mountain State Park.		<b>Total</b> \$

PERJURY STATEMENT: I hereby swear or affirm under penalty of perjury that the information given herein is true and correct to the best of my knowledge or belief.

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

**The signature above indicates this individual has read the Prairie Skipper Event Facility Rental Agreement information, rules, and regulations, understands and agrees to the considerations and rules on printed in this form and in Parks Regulations, Special Activity Agreement, Colorado Statutes, and as directed by Park Staff in accordance with park rules, regulations, and statutes, and accepts responsibility for the event (to include damage to the park or any facility) and all stipulations listed on this form.**

<b>To be completed by park staff:</b>		<b>Send completed agreement to:</b>	
Date agreement received:		Cheyenne Mountain State Park	
payment method and payment date	Amount: \$	Attn: Group Picnic	
Date reservation confirmed:	Email sent (init/date):	410 J L Ranch Heights	
Entered in: ___ Calendar ___ Book ___ Digital		(719) 576-2016	