



Northern Saddle Club Grounds Rental Form

Revised
June 2021

Box 431 Smithers, BC V0J 2N0 www.northernsaddleclub.com

Thank you for your interest in renting the Northern Saddle Club (NSC) Grounds. The NSC grounds consist of six outdoor riding rings (excluding the rodeo arena), new and old equipment, the indoor arena, concession, show office and three barns. Please fill out all the information, read each section and print clearly.

RENTER INFORMATION

Name of Organization: _____

President's Name: _____ Phone Number: _____

Event Contact Name: _____ Phone Number: _____

Event Contact Name: _____ Phone Number: _____

Mailing Address: _____

Date of Rental: _____ to _____, 20____

Setup Dates and Times: _____

Description of Event: _____

RENTAL POLICIES

1. The damage deposit cheque, the NSC rental form and the rental cheque must be received by the NSC 45 days prior to your event or all rental fees are doubled.
2. Renters must also fill out a Town of Smithers "Fall Fairgrounds Event Request Form" at the Town of Smithers. Your proof of insurance document must show the Town of Smithers and the Northern Saddle Club as additional insured.
3. It is the responsibility of the renter to return the grounds in the same manner in which they were found.
4. Rental-by-day is for the full day rental (morning till evening of a single day). If renters require the previous day to setup for their event, this must be counted as a rental day.
5. Renters are responsible for the full amount of any damage that occurs during their rental. If damages exceed the damage deposit amount, renters will be billed the difference.

6. Damage deposits will be returned when all amounts owing are paid in full and no evidence of damage is found.
7. There is an NSF fee of \$50 for all returned cheques.
8. The concession and show office are rented as is.
9. All equipment used must be put away after use (ie when renting the show jumps or using gymkhana equipment).
10. Clean shavings may be available for barn rentals. The NSC will clean out the dirty shavings bins after your event.
11. All garbage is the responsibility of the renter and must be removed on your last day of rental.
12. Under no circumstances, may renters modify or alter any NSC buildings, water or sewer systems, equipment, arenas, arena footing or any other part of grounds.
13. Under the Town of Smithers Open Burning Bylaw, fires are only permitted for the sole use of cooking, must be above ground fire pits and must only use cured wood. If incorrect fire pits are used on the NSC grounds, there is a \$500 fine per fire pit.

NORTHERN SADDLE CLUB – GROUNDS RENTAL FORM

14. The indoor arena may be available for non-horse related events. The will be handled by the NSC Directors on a case by case basis.

15. Absolutely no construction can take place anywhere on NSC grounds. No nails, sharp objects or glass is allowed on the grounds.

16. Renters may submit a letter requesting to have some or all of the rental fee waived, i.e. rental fees in trade for painting. This does not include damage deposit fees.

17. During your event, no participants may use any portion of the BVAIA Grounds, including the Rodeo Ring, without their prior consent. See map for NSC boundaries.

18. There must be an inspection completed by the renter with our event coordinator before and after the rental.

19. All contact information for the NSC is located on our website at www.northersaddleclub.com .

20. This contract will be reviewed by the NSC and the renter will be notified if your date is approved. Meeting are typically held on the first Wednesday of the month.



Please check what you would like to rent:

✓	Rental area	Deposit Fees	Rental Fees
	Full Grounds Rental (up to three days) - Includes all NSC arenas & areas - \$750/day - Damage Deposit - \$1000	\$	\$
	Indoor Arena Rental - Fee is \$150/day - Damage Deposit - \$200	\$	\$
	Outdoor Arena Rental - Main Ring / Jump Ring / Dressage Ring / Driving Ring - Fee is \$100/ day / arena - Damage Deposit per Arena - \$200	\$	\$
	Barns: Barn A / Barn B / Barn C - Clean Stall Deposit per Barn - \$200 - Stalls: Member Rates: \$10.00/night Non-Members: \$15.00/night - See separate form for remitting Stall Fees. <i>Dirty shavings removal is the responsibility of the NSC.</i> - Estimated Number of Stalls Needed: _____	\$	\$
	Equipment: Show Jumps / Concession / Main Office - Rental per item above - \$25/day - Damage Deposit per item above - \$100	\$	\$
	Equipment: Arena Groomer - Groomer Fee - \$30 /arena / per grooming - This is completed by NSC personnel only <i>There are also metal harrows available to harrow the riding arenas during your event - use at your own risk.</i>	\$	\$
	Power Hookups: - Rental per day - \$20/hookup for use of power at the barns, arena or show office - Damage Deposit - \$100	\$	\$

TOTAL DAMAGE DEPOSIT
 (separate cheque dated the first rental day) \$ _____

TOTAL RENTAL AMOUNT
 (separate cheque dated the first rental day) \$ _____

Cheques payable to: Northern Saddle Club and mailed to Box 431, Smithers BC V0J 2N0.

NOTE: The damage deposit cheque, the NSC rental form and the rental cheque must be received by the NSC 45 days prior to your event or all rental fees are doubled. We need time to approve this event at a meeting as well as get the information into the Town of Smithers.

Do you prefer horses to be excluded from the premises for your event? Y or N

Do you prefer horses to be excluded from the premises for setup? Y or N

WAIVER

I/We hereby acknowledge that I have read and understand the rental policies, rental fees and damage deposits outlined in this form and agree to be bound thereby. I/We hereby release the NSC and its members from any loss, damage, accident or injury that may occur.

Date: _____ Signature: _____

Office Use:

Approved at NSC Meeting (date) _____

& Details of approval: _____

NORTHERN SADDLE CLUB

Stabling Fees Submission Form

This form and all the stall fees are due within 10 days of your event.

Name of Organization: _____

Barn(s) Used: _____

Rental Dates: _____

No. of Stalls Used _____ @ _____ nights @ \$15/night \$ _____

Please mail this form to: Northern Saddle Club, Box 431, Smithers, BC V0J 2N0