



BLAINE COUNTY FAIR - PO BOX 1209 - CHINOOK, MT 59523
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**BLAINE COUNTY FAIGROUNDS FACILITIES
RENTAL RATES & EXPECTATIONS FOR RETURN OF YOUR DEPOSIT (PAGE 2)
ALWAYS PROVIDE DEPOSIT AS A SEPARATE CHECK.**

Check all that you are reserving:

- ALL GROUNDS: \$700/DAY, plus \$300 deposit, and insurance
- RODEO ARENA/GRANDSTANDS: \$250 plus \$250 deposits and insurance
- RODEO ARENA ONLY/NO GRANDSTANDS/NO BATHROOMS: \$50 plus \$250 deposit and insurance
- HORSE STALLS: No charge for short term, but please make reservations with Fair Board Security and must be CLEANED UP or the privilege of using them will be revoked.
- LITTLE ARENA (east side): \$25/DAY plus \$200 deposit and insurance
- CAMPER PARKING: \$50/weekend (limited availability) \$50 duration of the fair (electric only. NO sewer)
- COMMERCIAL BUILDING: \$200 with kitchen \$100 without use of kitchen plus \$250 deposit and insurance (+\$100 October - May for heat)
- COMMERCIAL BUILDING KITCHEN ONLY: \$25 plus \$250 deposit and insurance

Use of ANY of the above require:

- A lease agreement, plus
- Proof of Insurance, naming Blaine County Fair Board as Additional Insured

If alcohol will be present on the grounds, must;

- Produce catering license, plus
- Any individual distributing alcohol on fair property must be RASS trained and show card.

Mail this form, the signed lease agreement, and proof of insurance of Fair Board Secretary at:

blainecountyfair@gmail.com

or

PO Box 1207 - Chinook, MT 59523

FOR ALL RESERVATIONS, QUESTIONS, ETC. CONTACT FAIR BOARD SECRETARY

Deb Ramberg (406-357-2988)

Signature:

Date:



MACo PCT SPECIAL EVENTS INSURANCE REQUIREMENT GUIDELINES

SECTION I: DEFINITIONS

- A. County Sponsored Event- Events that the county and/or Fair Board organizes, promotes, advertises, pays expenses and collects the majority of receipts. The event must be listed annually on the PCT Renewal Application. Any event not listed during the course of the policy year, must be reported to the local agent and then to PCT prior to the event.
- B. Non-County Sponsored Event or “User” Event- Events organized, promoted and paid for by profit or non-profit groups, organizations or individuals other than the county or Fair Board and who rent or use county facilities by agreement.
- C. User Group- A profit or non-profit organization, group, or individual, who by agreement, leases and/or uses county owned facilities for various events or reasons.
- D. Facility- Any building or complex of buildings and parks that are owned and insured by the county or which the county has an insurable interest.
- E. Exposure Class- Events or groups that are classified users of county facilities by degree of risk or exposure with specific recommended requirements or guidelines. These classes are ranked as High, Medium, and Low.
- F. Volunteer- An organization or individual that provides service or support to the county without any pay or compensation.

SECTION II: INSURANCE REQUIREMENTS BY EXPOSURE CLASS

- A. High Exposure
 - 1. Events should require a signed agreement that includes:
 - i. At least \$1,000,000/occurrence liability limit and proof of liability insurance,
 - ii. Have the county added as an additional named insured, and
 - iii. Have a signed “Hold Harmless Agreement” (as part of the User Agreement- See Section V and VI.)
 - iv. If liquor is used or allowed, liquor liability coverage must be obtained.
 - 2. Examples of High Exposure functions:

-Arcades	-Parades
-Carnivals	-Pop/Rock Concerts
-Circuses (Animal Acts)	-Rodeos
-Concerts (with > 1,000 people)	-Picnics (w/ pool or lake activities)
-Conventions	-Public Event with Security Concerns
-Dances (with >1,000 people)	-Races (Animal, Truck, etc.)
-Fireworks	-Rallies (Truck, Pulls, Mud, Political)
-Go-Karts	-Religious Assemblies (Ex. Evangelistic Meetings)
-Gun Shows	-Shooting Competitions
-Logging/Lumber Shows	-Sporting Events

****If liquor is used or allowed at any event or for any organization using the Insured’s facility, the event is automatically classified as a high exposure event.**



B. Medium Exposure

1. Events should require a signed agreement that includes:
 - i. At least \$500,000/occurrence liability limit and proof of liability insurance, and
 - ii. Have a signed “Hold Harmless Agreement”.
2. Examples of Medium Exposure functions:
 - Charity/ Show Carnivals (No Rides)
 - Horse Shows
 - Concerts (with < 1,000 people)
 - Proms
 - Dances (with <1,000 people)
 - Reunions (Ex. Family, Class)
 - Debuts (Ex. Debutante Balls)
 - School Band/ Drill Team Competition
 - Festivals
 - Wedding Receptions (No alcohol)

C. Low Exposure

1. Events should require a signed agreement that includes:
 - i. At least \$500,000/occurrence liability limit and proof of liability insurance; or
 - ii. In lieu of proof of liability, a signed “Hold Harmless Agreement” as part of the agreement.
2. Examples of Low Exposure functions:
 - Animal/Livestock Shows
 - Educational Exhibits
 - Picnics (with no water activities)
 - Auctions
 - Flea Markets
 - Rummage Sales
 - Award Presentations
 - Graduation
 - Scouting Jamborees
 - Banquets/ Luncheons
 - Job Fairs
 - Seminars
 - Bazaars
 - Meetings
 - Social Gatherings
 - Bingo Games
 - Musicals (Plays)
 - Speaking Engagements
 - Craft Shows
 - Pageants
 - Swap Meets
 - Dinner Theater
 - Phone-A-Thons
 - Trade Shows (Including: Antique, Art, Auto, Boat, Business, Craft, Dance, Fashion, Flower, Garden, Home, RV, Trade and Vacation)

SECTION III: VOLUNTEERS

A. Volunteer Coverages

1. Currently, if covered by the PCT policy, volunteers are covered as a named insured for liability, i.e., for property damage, bodily injury and personal injury to a third party.
2. Non-public safety volunteers can now be afforded Workers’ Compensation coverage by MACo WCT. (Refer to Section IV for more information.)

B. “Paid” Volunteers

1. A volunteer is not compensated. If a volunteer is paid a stipend or fee, that volunteer is an employee and therefore, should be employed as a temporary part-time employee.

C. “Contracted” Volunteers

1. Individual organizations contracted for services are independent contractors and should be required to provide Proof of Liability and Workers’ Compensation coverage or a Workers’ Compensation Exemption as issued by the Montana Department of Labor.



SECTION IV: ALL OTHER VOLUNTEERS

A. Goals

1. This information is to give county commissioners and volunteers, other than public safety volunteers, a clear understanding of when they are covered by workers' compensation insurance. Hopefully this will eliminate confusion as to who is covered, under what conditions and when.
2. The goals are to help the parties work together in a proactive manner and to keep accidents to the lowest level possible, in both frequency and severity. This guidance is not intended to dictate activities or to establish technicalities for the purpose of denying benefits. Compensation claims will be adjusted in accordance with the laws of the State of Montana, addressing when coverage applies and what benefits are paid.

B. Definitions

1. Coverage During Travel- When a volunteer is to participate in a pre-approved and supervised training or activity, coverage will begin when the volunteer arrives at the designated location. Coverage ends after the training session or activity is completed.
2. Training- to instruct; to bring into proper body condition; to undergo special drills
3. Training Plan- a brief, written outline of training activities and overall goals
4. Volunteer- a person who enters into service of his/her own free will; to offer or bestow voluntarily

C. Guidelines

1. For those counties insured under the MACo Workers' Compensation Trust, premiums for such coverage must be paid within the applicable due dates.
2. When a volunteer is engaged in an activity or training that is approved and supervised, the volunteered is covered for workers' compensation benefits. The supervisor decides which activity or training is approved. The approval must be in writing prior to the training or activity.