



HWHP Rental Agreement



We are excited that you have decided to rent our grounds for your event! We ask that you complete this form and return it to us as general contract between the you and Holland Western Horse Park (HWHP). This form will be used to document the agreement between both parties for the event(s) listed below and share information regarding HWHP expectations.

Organization Name (Renter)			
Contact Name (First & Last) & Relationship to Organization			
Contact Phone #		Contact Email	
Event Date(s)			
Estimated Start Time(s)			
Brief description of Event, including number and type of attendees expected:			
Rental Type			
Select:	Descriptions	Cost	Sub-Totals
☐	1-Day Grounds Rental, no EMT Course use ²	\$400	+
☐	2-Day Grounds Rental, no EMT Course use	\$600	+
☐	3-Day Grounds Rental, no EMT Course use	\$900	+
☐	Use of EMT Course with Grounds Rental	Add \$30/horse on EMT ¹	+
☐	Private EMT Course use + Trails Only	\$30/horse, \$300 minimum	+
☐	Tractor Fee – If arenas are to be dragged during your event	\$50/drag	+
☐	Use of HWHP Insurance – Required if you will not provide your own insurance coverage for the event(s)	\$130	+
☐	Panel Stalls – Quantity is limited. Please discuss with HWHP in advance if stalls needed.	\$10/stall per day	+
Total Fees to be paid by Renter:			
Note: 50% of the fixed fee is due at time of reservation to hold your date(s)			

By signing below, I am agreeing to rent the HWHP facility for the dates and times listed above. My signature below also indicates that I have read and understand the guidelines associated with this rental agreement as listed on the following page. In the event that I may not be able to uphold this contract, I agree to notify HWHP Staff immediately.

Signature: _____

Date: _____

Please return this completed form, proof of insurance, and 50% deposit to:

HWHP, Treasurer, PO Box 2015, Holland, MI 49422

² If the EMT Course is utilized during a facility rental without consent from HWHP, the Renter will be subject to a fine in addition to the cost of the rental.

¹ Fees associated with the EMT Course will be collected by an HWHP staff member the day of your event and are not required to be paid in advance. Subtotal listed above for this item may be estimated.

HWHP OFFICE USE: ☐MEMBER ☐NON-MEMBER | ☐CASH ☐PAYPAL ☐CHECK, Check #: _____ | Initials: _____



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Holland Western Horse Park (HWHP) is excited to be able to work with your organization to host your event.

In order to keep everyone safe and on the same page:

- The undersigned listed on the rental agreement is authorized to make this application on behalf of the party, group or organization he/she represents and is 21 years of age or older.
- Reservations are available up to 1 year in advance.
- 50% of the fixed fee (does not include per-horse EMT course use and panel stalls) is due with the signed agreement as a **non-refundable** deposit to hold your date(s). All remaining fees are due upon arrival for your event.
- If providing your own insurance coverage, a printed or emailed proof of insurance endorsement covering all dates of the rental must be provided to HWHP prior to your rental date. If you fail to provide proof of insurance prior to your rental, the \$85 fee for use of HWHP's insurance policy will be applied.
- Fees do not include camping. If Renter or participants plan to camp, please fill out a camping form online or contact us at camping@hollandwestern.com to make any camping arrangements.
- Dragging of the arenas will be performed prior to your event if arrangements are made with the HWHP staff. Dragging during the event is available with \$50 tractor fee.
- Alcohol is not allowed on HWHP property.
- By signing this rental agreement, Renter agrees to the following clean-up responsibilities:
 - Dump all trash cans located within and around the facility into the dumpster located near the entrance gate. Trash can liners are provided and cans may be moved as necessary. We ask that cans be emptied and flipped over or placed back inside the clubhouse at the end of the rental such that they will not fill with rainwater should it rain.
 - Pick up and dispose of all trash in the parking lot, campsites, and the surrounding areas.
 - Wipe off surfaces in kitchen if used, and remove all personal belongings and food from the shelves and from the refrigerator/freezer. Food shall not be left out overnight under any circumstances. If required to be held overnight, it shall be stored in the refrigerator or plastic tub.
 - Turn off all interior and exterior lights and speaker system(s).
 - **Dispose of all manure, bedding, and hay, from horse areas used, including arenas, staging areas, driveways, parking lots, camp sites, and obstacle course, in the appropriate dumping spot discussed with HWHP. Wheelbarrows and pitchforks will be provided for use as well as a manure spreader or other dumping site.**
 - Broken items or facilities should be reported immediately to a HWHP contact.
- **A \$100 fee will be billed to Renters who fail to clean manure, bedding, hay, or trash from arenas and grounds as outlined above. HWHP reserves the right to bill Renter additional charges for damaged or lost property.**
- HWHP Contact Info:
 - Phone: Heidi Lohman (616) 990-8974 or Kris Lamb (616) 460-4153
 - Email: info@HollandWestern.com

HWHP OFFICE USE: ☐ MEMBER ☐ NON-MEMBER ☐ CASH ☐ PAYPAL ☐ CHECK, Check #: _____ Initials: _____
