

**FRYING PAN FARM PARK EQUESTRIAN FACILITIES
RULES & REGULATIONS SHEET**
FAIRFAX COUNTY PARK AUTHORITY RESOURCE MANAGEMENT DIVISION

VENDOR FEES & FOOD CONCESSIONS

Vendors making sales during the event are to complete a contract with the FCPA and are required to pay 15% of gross profits made on Park Property or \$50.00, whichever amount is greater. Vendors must sign the "Business Activity License Financial Statement" (attachment A). Food concessions within the park are the sole responsibility of the FCPA. No food may be sold or distributed without permission from the FCPA.

COGGINS/ HEALTH CERTIFICATES

All horses must have a negative Coggins in accordance with Virginia State Health regulations prior to their admittance to FFPF. Coggins must be on site and available for inspection. All horses shipping from out of state must have a current health certificate and present it to the show office.

RENTAL CONTRACT STALL FEES

The Licensee will be responsible for any and all stall fees incurred during their rental time.

BEDDING

Acceptable bedding is defined as bagged shavings, bagged bedding pellets or bagged superior straw bedding. This is the sole responsibility of the renter to provide for the event. Shavings are available for purchase onsite.

ALCOHOLIC BEVERAGES

ALCOHOLIC BEVERAGES ARE PROHIBITED IN THE PARK WITHOUT WRITTEN PERMISSION FROM THE FCPA BOARD OF SUPERVISORS.

At this time the Indoor Arena at Frying Pan Farm Park is not approved for permitted or non-permitted alcoholic beverage consummation, sale or distribution.

SMOKING

No smoking is allowed in any building, including the barns and show office, at any time. All cigarette/ tobacco products must be properly disposed of in the designated receptacles.

PARKING

All cars, horse vans, and trailers will be parked in designated areas only. Users with a self-contained trailer/camper units may stay overnight parked in designated areas only. Trailer/ Camper hook-ups to FCPA electrical outlets is prohibited.

PETS

All dogs and pets must be leashed and under control of the owner while on park property. This is a responsibility of owner and rental licensee. Fairfax County Animal Control will be contacted by park staff if rules are not followed.

AMENDMENT OF RULES AND REGULATIONS

The FCPA reserves the right to amend any of the above rules and regulations which are deemed to be in the interest of FFPF. All amendments of rules and regulations will be communicated, in writing, to standing rental contract licensees as soon as possible.

RENTAL COMMUNICATION RESPONSIBILITIES

All arrangements, questions and communications regarding rentals must be done by the rental licensee or their designated secondary contact. The rental applicant or their designated secondary contact must be onsite at all times of the agreed rental hours. The licensee will be provided keys to the equestrian facilities being rented and agrees to return keys at the time of their rental checkout. Unreturned keys will result in a loss of security deposit and post rental invoicing which includes the cost of key replacment.

**FRYING PAN FARM PARK EQUESTRIAN FACILITIES
RULES & REGULATIONS SHEET**

FAIRFAX COUNTY PARK AUTHORITY RESOURCE MANAGEMENT DIVISION

RENTAL CONTRACT LIABILITY INSURANCE

All rental contracts are required to provide proof of liability insurance policy no less than ten days prior to use of the premises. The policy must be in the minimum amount of \$300,000 personal injury and \$10,000 property damage and should show licensee or licensee's governing organization to be "insured," and an "Additional Interest Endorsement" show the Fairfax County Park Authority (FCPA), Frying Pan Farm Park (FPFP), and the Founders, Benefactors, Supervisors and Friends of Frying Pan Farm Park, Inc (FBSF).

SPECIFIC RENTAL RESPONSIBILITIES

All equestrian facility users agree to comply fully with all rules, regulations and policy statements established by the FCPA, the FBSF, and other ordinances or laws of Fairfax County and the Commonwealth of Virginia

The Licensee is responsible for:

- Transport of all equipment: jumps, fences, barrels, tables, chairs, etc. unless maintenance labor is requested .
- The return of all equipment to the designated places immediately upon completion of the activity.
- Barns(aisles, wash racks and exterior concrete walkways) and all other rental areas must be cleaned within 24 hours of the end of the rental. Any cleaning performed by maintenance staff after 24 hours will be billed to the rental applicant at the hourly maintenance labor rate listed on the price sheet.
- Informing the Equestrian Manager or Designee that the facilities used are ready for inspection. The Licensee and the Equestrian Manager or Designee must inspect each facility rented after cleanup has been completed. The Equestrian Manager or Designee will solely inspect each facility to determine if the Licensee completed all necessary tasks as outlined in the above sections of the Rules and Regulations.

SCHEDULING DATES FOR RENTALS

Scheduling may be done one year in advance. If there is a conflict in dates requested, priority will be given according to date of the receipt of paid and approved contracts. The FCPA reserves the right to schedule more than one event on any given date and to designate the areas in which each user group shall conduct activities.

SUNDAY USE

No PA system or bull horns shall be used in a manner offensive to nearby churches or surrounding neighbors.

RENTAL RAIN DATES AND/ OR RENTAL DATE CHANGE REQUESTS

Rental dates will only be scheduled if FCPA closes for inclement weather or other unscheduled events/emergencies. FCPA follows the closing procedures of the Fairfax County Government.

RENTAL CANCELLATION AND/OR NO SHOW

All user fees will be forfeited if an event is cancelled fewer than 10 days from the scheduled dates. Security Deposit will be forfeited if an event is cancelled fewer than 30 days from the scheduled dates. If the Licensee fails to appear for a scheduled day FCPA reserves the right to retain all rental dues and security deposits.

RENTAL FEES/CONTRACT SUBMISSION DATES

Contracts and security deposit shall be returned to the Equestrian office within 30 days after being received by the rental applicant. Remaining rental dues shall be received via certified funds no less than 30 days before the rental date. Failure to comply with submission dates will result in a forfeiture of rental dates.

RENTAL HOURS OF OPERATION

The Equestrian center is open and available 8:00 am – 9:00 pm for indoor arena rentals. Outdoor rental facilities are open and available 8:00 am - Dark.

RENTAL CONTRACT HOURS

Rental times will not start before 8:00 am on any day and not extend past 9:00 pm. The Licensee must fill in rental hours; 12 hour full day or 6 hour half day, each additional hour is \$50. Half Days are limited to choose hours between 8:00 am – 3:00 pm or 1:00 pm – 9:00 pm.