

# SCOTT COUNTY ARENA & ACTIVITIES CENTER

The Scott County Arena & Activities Center (SCAAC) is available for open riding, private rental, entered-event rental, and special event rental.

Open daily from 5:00 am to 10:00 pm.

Must be at least 21 years of age to book a block or event

Contact to rent: 620-214-9092

## ARENA SCHEDULE

	MON	TUE	WED	THU	FRI	SAT	SUN
8 AM-12 PM	OPEN RIDING UNLESS RENTED					RENT ONLY	RENT ONLY
1 PM - 5 PM	OPEN RIDING UNLESS RENTED					RENT ONLY	RENT ONLY
6 PM – 10 PM	4H*	OPEN RIDING*	RENT ONLY	RENT ONLY	RENT ONLY	RENT ONLY	RENT ONLY

The SCAAC is available for rent weekly from 8:00 am to 10:00 pm except Monday and Tuesday from 6:00 pm to 10:00 pm.

\*Two blocks are not available for rent.

Monday evening-Reserved for members of the Scott Co. 4H horse project.

Tuesday evening-Reserved for open riding for Scott County residents.

### **OPEN RIDING (LIMITED TO SCOTT COUNTY RESIDENTS)**

Open riding time is provided exclusively for Scott County residents to ride their horses, solely for the purpose of exercise and/or pleasure. Open riding is welcome between 8 am and 5 pm on weekdays (see table) unless the arena is rented. To inquire about arena rental status, please view the online calendar at [www.scaac.net](http://www.scaac.net), or call (620) 214-9092. Tuesday evening is designated as “open riding night” and the arena is unavailable for rent in order to provide a year-round riding opportunity for Scott County residents. Cattle, other non-equine domestic livestock, and props (barrels, poles, roping dummies, etc.) are not permitted in the arena during open riding.

### **PRIVATE SESSION RENTAL**

Three blocks are available each day (except Monday and Tuesday evening) for private rental. The blocks are separated by one hour to allow time for the groundskeeper to prepare the arena for the next renter.

Morning block                      8:00 am – 12:00 pm

Afternoon block                    1:00 pm – 5:00 pm

Evening block                        6:00 pm – 10:00 pm

### **ENTERED-EVENT RENTAL**

Entered-events can be held during one four-hour block but can require more than one block, and more than one day.

### **SPECIAL EVENT RENTAL**

Special events often require more than one block, and more than one day. Special events will be accepted on a case-by-case basis. If a special event requires rental during a Monday or Tuesday evening, the SCAAC board reserves the right to grant the request.

## **PRIVATE SESSION**

DEFINITION: Renting the arena floor for private use by the renter and invited guests, with or without cattle, for one or more four-hour block.

TYPICAL USES: Speed event practice, team roping practice, private riding.

BASE COST: \$60.00 per four-hour block

ADDED COSTS: Lights-\$10.00/hour of use  
Tube heater-\$10.00/hour of use

CONTRACT: Not required

DEPOSIT: Not required

BOOKING & PAYMENT: SCAAC  
PO Box 261  
Scott City, KS 67871  
Phone: 620-214-9092  
**Checks payable to: Scott Indoor Arena and Activities Center**

## ENTERED EVENTS

DEFINITION: Renting the arena for the purpose of hosting an entered-event with or without payout or prizes awarded. Public address system, meeting room and announcer's stand included. Gate admission may or may not be charged.

TYPICAL USES: Speed event contests (barrels, poles), saddle club shows, mounted shooting contests, horse shows, horsemanship clinics, cattle handling clinics, jackpot team roping contests, team penning contests, ranch rodeos, cutting contests

BASE COST:

**One block**  
**Morning or afternoon:** \$60.00

**One block, evening:** \$100.00

**Two blocks**  
**Morning and afternoon:** \$120.00

**Two blocks**  
**Afternoon and evening:** \$160.00

**Three blocks:** \$220.00

ADDED COSTS: Lights- The costs stated above assume no light usage during the morning or afternoon blocks, and a full four hours of usage during the evening block. If overhead lights are used during the morning and afternoon blocks, the charge is \$10.00/hour of use.  
Kitchen-\$35.00 per day  
Tractor & Implement-\$25.00 per block if used during event.  
Tractor driver-Negotiated between qualified driver and renter

Tube heater-\$10.00/hour of use  
Stall barn-See STALL BARN section below  
Gate charge-Current board members and caretakers are exempt from gate fees.

- CONTRACT:** Required if the event exceeds one or more consecutive blocks or days.
- DEPOSIT:** Required if the event exceeds one or more consecutive blocks or days  
\$150.00 if alcohol is not served or for sale  
\$500.00 if alcohol is served or for sale
- BOOKING & PAYMENT:** All entered-events must be pre-approved by SCAAC President before booking. Once approved, the booking contract is available online or through the Scott County Extension Office (address below). Deposit is due two weeks prior to the scheduled event date. If pre-paying for the event, the deposit and rental must be paid with separate checks.

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## **SPECIAL EVENTS**

- DEFINITION:** Events not meeting definitions for Private Session or Entered-Event Rental.
- TYPICAL USES:** Jr. High and High School Rodeos, PRCA & KPRA Rodeos, All School Reunions, Class Reunions, Parties, Dances, Car Shows, Circuses, Livestock Shows etc.
- BASE COST:** Needs for special events vary. Terms and costs will be handled on a case-by-case basis and negotiated between the current SCAAC President (with oversight from the standing SCAAC Board of Directors), and prospective renter. Current board members and caretakers are exempt from gate fees charged to event spectators.
- CONTRACT:** Required
- DEPOSIT:** Required  
\$150.00 if alcohol is not served or for sale  
\$500.00 if alcohol is served or for sale
- BOOKING & PAYMENT:** All special events must be pre-approved by SCAAC President before booking. Terms, conditions, and fees will be negotiated between the SCAAC President (with oversight from the standing SCAAC Board of Directors), and bound with a signed contract. Deposit is due two weeks prior to the scheduled event date. If pre-paying for the event, the deposit and rental must be paid with separate checks.

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## **OTHER FEATURES**

### **STALL BARN AND LEAN-TO**

43 Stalls (stall barn) for horses and four large pens located under the north lean-to (for horses and cattle), are available for rent. Stalls (not pens) must be bedded with a minimum of one bag of shavings per stall, purchased from the arena committee. Stall and pen clean-up must be pre-arranged with arena committee and a stall clean-up fee may apply.

#### **INDIVIDUAL STALL**

**COST:** \$20.00 per stall per night  
(Market Price) per bag of shavings used  
\$10.00 per stall if SCAAC cleans stalls

#### **ENTIRE STALL BARN**

**COST:** \$500 per night (43 stalls)  
(Market Price) per bag of shavings used  
\$10.00 per stall if SCAAC cleans stalls

#### **NORTH LEAN-TO PENS**

**COST:** \$25.00 per pen per night

#### **BOOKING & PAYMENT:**

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### **KITCHEN AND MEETING ROOM**

A kitchen and meeting room are available for rent separately from the arena. If the arena floor has been rented, the party renting the arena floor reserves the first right of refusal to rent the kitchen and meeting room.

#### **KITCHEN/ MEETING ROOM**

**COST:** \$35.00 per room per day

#### **BOOKING & PAYMENT:**

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### **PA SYSTEM AND ANNOUNCER'S STAND**

Available upon request

## **RULES AND REGULATIONS**

### **ARENA EQUIPMENT**

Fixtures, portable panels, equipment, bleachers and kitchen items shall not be removed from the SCAAC facility.

### **ARENA FOOTING**

Paid bookings should be made 72 hours in advance to insure proper footing conditions. Bookings with less than 72 hours' notice are subject to existing footing conditions.

### **BULLETIN BOARDS**

Bulletin boards are to be used to post flyers, class listings, or event schedules. Do not tape, tack, or staple postings to any other surface in the arena.

### **CANCELLATION POLICY**

Payment is due when the arena is booked unless the booking requires a contract and deposit. If the booking is cancelled for any reason other than weather cancellation, approved by the SCAAC board president, payment is still due. If the booking is cancelled without payment, the renter is placed on hold and cannot rent the arena until payment has been made. **WEATHER CANCELLATION:** Cancellation for inclement weather without due payment may be requested by contacting an arena board member and will be granted on a case-by-case basis. Inclement conditions may be subjective, but will be influenced by summer and winter storm watches and warnings. Excessive rain at the renter's home or at the arena, regardless of watch or warning issued, will also be considered.

### **CARE, CLEANING, CLOSING**

Care and cleaning of the building and parking area and all facilities used is the responsibility of the renting party. Contents of all trash cans must be placed in the dumpster provided at the southwest corner of the arena after open riding, private session, and event rental. After each use, please close and latch all doors, return equipment to its original location, and shut off lights, heaters, and fans. Shovels are located near the roping boxes. The alleyway and chute floors must be scooped out following use.

### **CONCESSION STAND**

The arena renting party has first right of refusal to rent the kitchen. If the renter declines, the kitchen may be rented to an outside party if approved by the arena renter and the SCAAC Board of Directors.

### **COMPLAINTS**

Complaints concerning the SCAAC must be brought before the SCAAC Board of Directors at regularly scheduled meetings. Contact the SCAAC President to be placed on the agenda at the meeting of your choice. Meetings are typically held on the third Monday of each month at 7:00 pm at the arena.

### **DAMAGES**

The SCAAC, the Scott County Free Fair, the County Commissioners and the County of Scott decline responsibility for any damages to persons or property occurring on the Scott County Fairgrounds or in any

building or facility thereon. Renters agree that by purchasing the use of the facility(s), to hold the above named harmless, to the fullest extent allowed by Kansas Law, for any injuries or damages to persons or property whether intentional or negligent, occurring during or in connection with the use of the buildings or grounds. Scott County insurance covers the liability of the building and its contents. It does not provide liability coverage on damages or injuries caused by and /or to animals, machinery, individuals, etc. brought onto the premises. Renters are responsible for damages incurred during their event and will be required to pay for labor and costs necessary to replace or repair damaged property. Anyone found vandalizing, marking or otherwise defacing the SCAAC, or other buildings on the Scott County Fairgrounds shall be prosecuted.

### **DEPOSIT**

Deposits are required two weeks in advance of the scheduled event. Deposits will be returned if building and grounds are left in satisfactory condition. The SCAAC reserves the right to retain a portion of the deposit to pay for the use of overhead lights at \$10.00/hour of time used if it has been determined that lights were used in excess of the time covered by the original payment.

### **FANS**

Two overhead fans are located in the arena to provide air movement during hot weather. Fan controls are located in the storage room under the announcer's stand and unavailable to the public. Fans can be activated by contacting a standing SCAAC board member. Contact information for board members can be found at [www.scaac.net](http://www.scaac.net).

### **JURISDICTION**

The SCAAC is under the jurisdiction of the SCAAC Board of Directors.

### **KEYS**

Keys are available for entered and special event renters. The key issued will grant access to the south glass door, the meeting room and kitchen doors, and the announcer's stand door. If the kitchen was not rented, the key provided is only for access to the PA controls in the metal cabinet located in the southeast corner of the kitchen.

### **LIVESTOCK AREAS**

All livestock may enter the arena from the west, east and north sliding/rollup doors. Livestock may not enter through the south doors or any walk-through door and are prohibited from the covered sidewalk, walking track, and bleacher area. Horses and other livestock are not allowed within the fenced/lawn area south of the arena.

### **PARKING**

Parking is allowed in designated areas. Vehicles may not be parked within the fenced (lawn) area on the south side of the SCAAC. Handicapped accessible parking is available.

### **PROHIBITED USE**

Smoking, dogs, bikes, skateboards, roller skates, motorized or battery operated vehicles (except for mobility devices used by disabled or senior citizens), are prohibited from the SCAAC.

### **RIGHT OF REFUSAL**

The SCAAC Board of Directors reserves the right to reject or accept any or all requests for use of the facility.

### **SCOTT COUNTY 4-H AND EXTENSION**

Scott County 4-H and Extension groups may use the building free of charge for one day or multi-day events. Reservations for use must be made in advance and all SCAAC rules and regulations apply. The SCAAC is reserved for 4-H horse project members on Monday evenings from 6:00 pm to 10:00 pm. Entered livestock shows paying cash prizes to show winners will not receive the Scott County 4H exemption and will be charged according to the entered event schedule, unless the event is designated for Scott County 4H'ers only. The group must abide by the care, cleaning and closing policy stated above.

#### **SCOTT COUNTY FREE FAIR PRECEDENCE**

The SCAAC is closed to rentals from the first Saturday to the last Sunday of the Scott County Free Fair. Since the official fair dates are variable, check the arena website before booking in mid to late July.

#### **SCOTT COUNTY ROAD DEPARTMENT PRECEDENCE**

The Scott County Road Department has a signed agreement with the SCAAC granting them the right to store their equipment in the SCAAC prior to, and during inclement weather. If the arena had been rented during this time, the renter will be contacted and made aware of the cancellation, the sessions will either be re-scheduled or cancelled (pre-payments will be refunded).

#### **TRACTOR**

Only those designated by the SCAAC Board of Directors be allowed to operate the tractor. The tractor and implements are only for use in the SCAAC indoor arena unless permission is granted by the SCAAC Board of Directors to use them elsewhere.

#### **WALKING TRACK**

The walking track (concreted area around bleachers, south of the arena fence) may be used between 5:00 am and 5:00 pm. The walking track may not be used during a paid booking unless permission has been granted to the walkers from the renter.