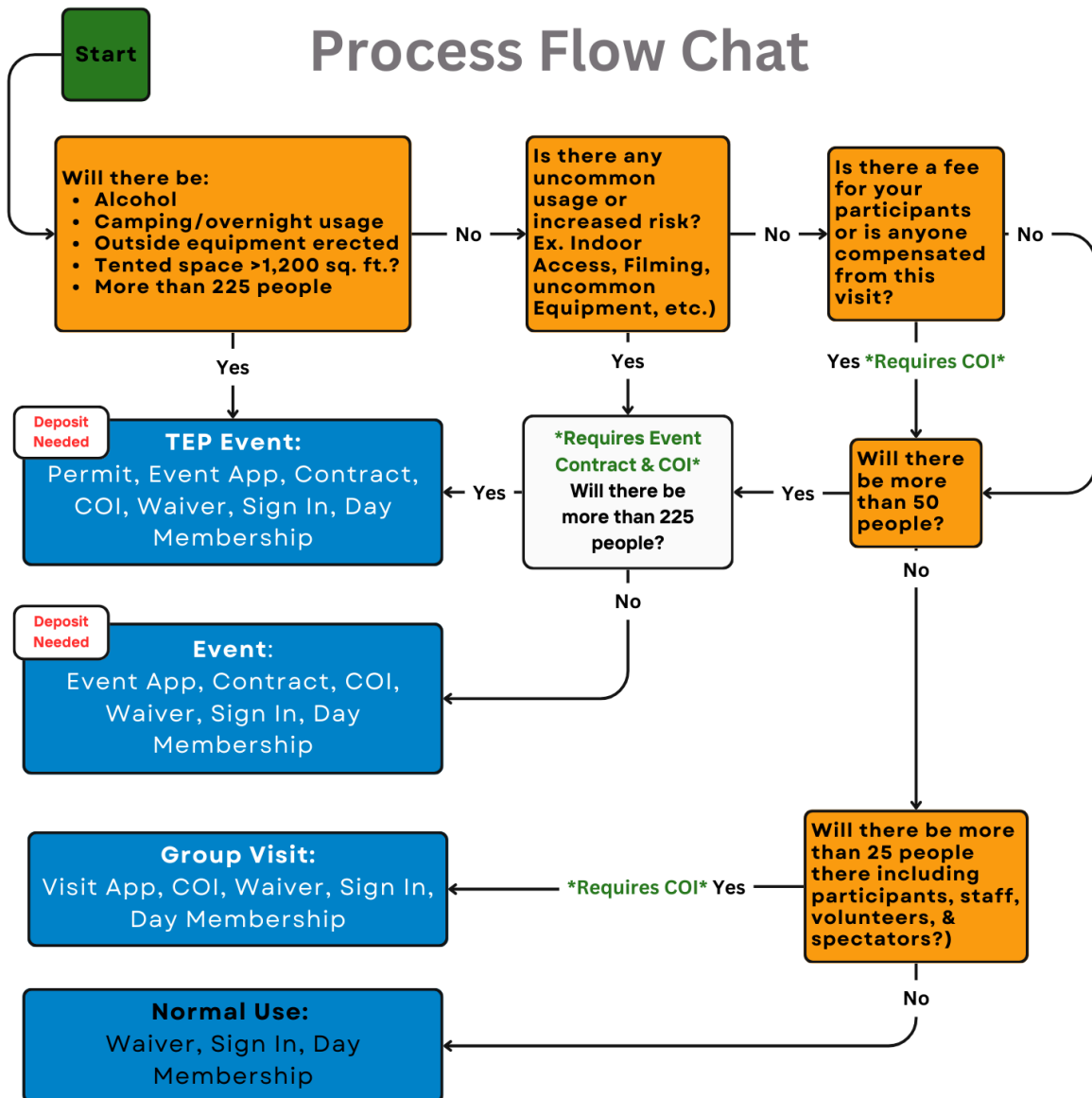


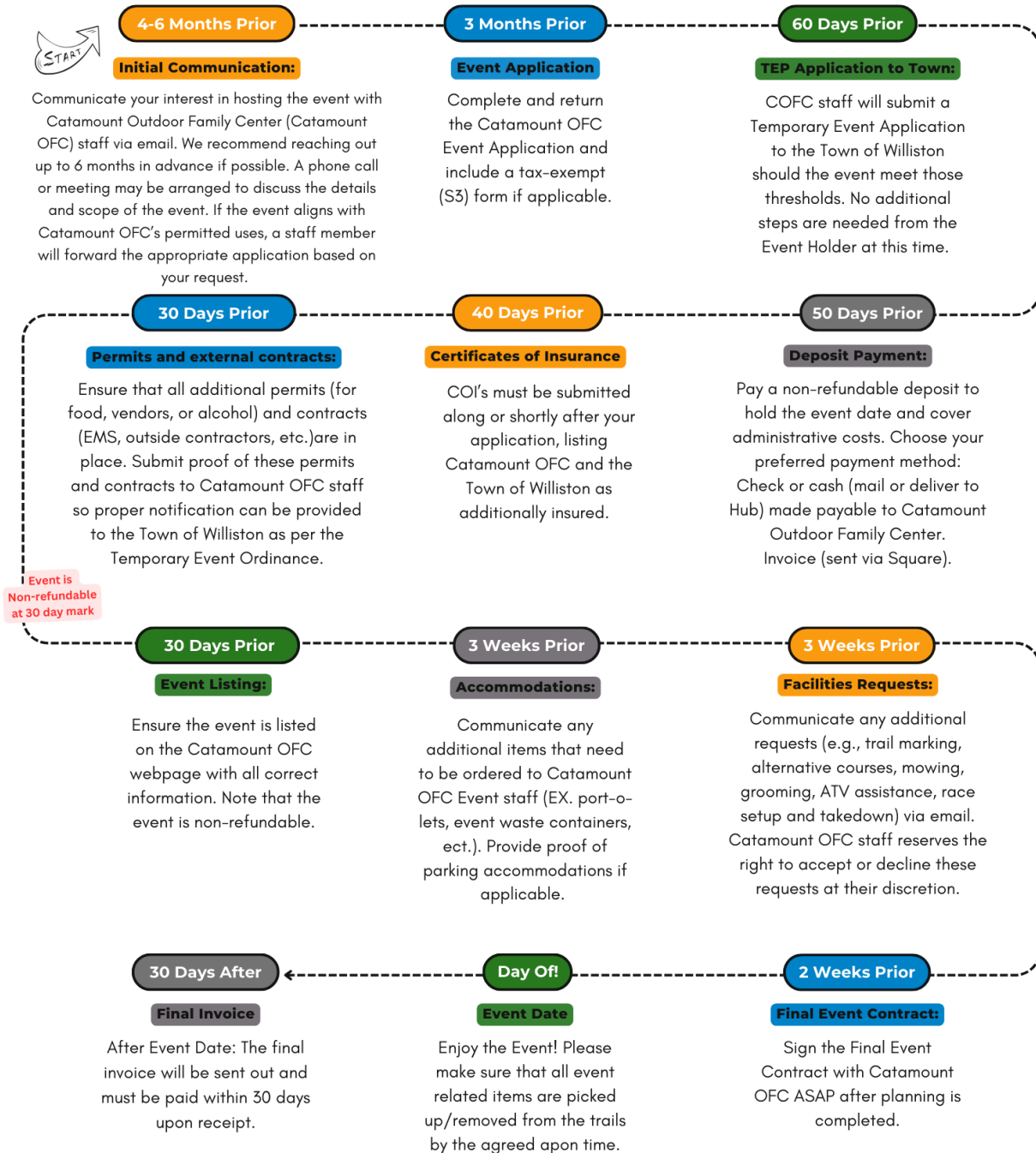
Catamount OFC Event Application

Event & Visit Process Flow Chat





Catamount OFC Event Application 2026 Timeline





Catamount OFC Event Application

2026 Catamount OFC Fees

Please check off all items that will or may apply to your proposed Event

****Schools, nonprofits, and other groups are eligible for discounts****

A single event is max 12 hours.

1. Event or Visit Type (Weddings or celebrations are not permitted at this time):

- ☐ Race
- ☐ Special Event (e.g., fundraiser, community gathering, festival)
- ☐ Corporate Retreat
- ☐ Workshop/Class/Clinic/Program
- ☐ Group/Club/Team

2. COFC Event Deposit Fees (see our [flow chart](#))

- ☐ Temporary Event Permit (TEP) Level Event: \$250/event
- ☐ Non-TEP Level Event: \$125/event
- ☐ Multiple Group Visit Dates: \$100/season invoicing fee (Nov-April or May-October)
- ☐ Single Group Visit Date: No Deposit
- ☐ Indoor/HQ Access: \$300/event

3. Venue Rental Fees (Does not include deposit)

- ☐ North Side Venue Field Rental: \$300/event
- ☐ North Side Venue Field and Trails Rental: \$500/event
- ☐ South Side Venue Field Rental: \$300/event
- ☐ South Side Venue Field and Trails Rental: \$500/event
- ☐ Both Sides Venue Field Rental: \$1,000/event
- ☐ Closed to Public Fee: \$2,000/event

4. Additional Venue Costs

- ☐ Port-o-Let Fee (1 unit per 50 people): \$250 each (minimum 1 per event)
- ☐ Trash and Recycling Containers: \$ \$100/event
- ☐ Waste Removal Fee (if trash/waste is left onsite after the event): \$200
- ☐ Utilities Fee (lights, electric, heat): Varies based on needs and duration
- ☐ Vendor Access Fee: \$50/vendor

5. COFC Attendee Day Membership Rates

- ☐ Summer Adult (18+): \$5/person
- ☐ Summer Youth (17 & under): \$3/person



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- ☐ Winter Ski Adult (18+): \$10/person
- ☐ Winter Ski Youth (17 & under): \$7/person
- ☐ COFC Registration Management: \$200/event

6. Staffing Costs

- ☐ Race Timing Service Fees: \$150/staff per hour
- ☐ Guides, Coaches, or Instructors: \$100/staff per hour
- ☐ Staff Parking Control: \$75/staff per hour
- ☐ COFC Misc. Staffing Fee: Varies based on task and skill set needed

7. Equipment Rentals

Note: Outside equipment of any kind must be approved by COFC event staff before being brought onto the property.

- ☐ Speaker/Announcer Equipment: \$100/event
- ☐ Race Course Design Support: \$100/hour
- ☐ Trail Marking & Take Down: \$100/hour
- ☐ Race Start/Finish Set Up & Take Down: \$100/hour
- ☐ Other ATV Assistance: \$100/hour
- ☐ EMS Coverage (Contracted): Varies (~\$200)
- ☐ Sports Rental Equipment (if applicable): Varies based on type of equipment
- ☐ Canopy Tent (~8'x10') Set-Up & Take Down: \$100/event
- ☐ Fire Pit & Wood: \$20/hour
- ☐ Field Games \$50/day

8. Promotional Materials

- ☐ Event on COFC Website Calendar: Included
- ☐ COFC Facebook Event Listing: \$20
- ☐ All the above and 2 social media blasts leading up to the event: \$50
- ☐ All the above and 4 social media blasts leading up to the event: \$100
- ☐ All the above and a highlight in COFC's newsletter: \$150
(Audience of over 6,000 in COFC newsletter)

9. Miscellaneous Fees

- ☐ Damage Fees: Varies
- ☐ Insurance Coverage: \$150
- ☐ Other Requests (let us know what you need): \$Varies

☐ **Signature:** _____ **Date:** _____