**This EVENT APPLICATION will be submitted by Clubs or individuals for: Field Trials, Hunt Tests, Seminars, Founding Club Training Days and any other SFMRG approved retriever related functions.**

**Any person applying for a retriever event on these grounds must be a member in good standing of the Steve Ferguson Memorial Retriever Grounds, Inc. and will be considered the Responsible Party for:**

1. **The assigning of campsites for the event; no more than six are available.**
2. **Any organization requesting event approval will be responsible for obtaining appropriate “Bird Boys” if needed. SFMRG is not responsible for and does not recommend individuals or groups for this purpose.**
3. **Removal of all dead birds from the SFMRG grounds. DO NOT DISPOSE OF BIRDS ON OR NEAR THE GROUNDS!**
4. **Trash removal from the SFMRG grounds following the event. You may use the local Trash Collection Site #4 at 6340 Brink Rd., Mon, Wed and Sat 7:00 am to 7:00 pm.**
5. **Clean up and removal of any brush cut for holding blinds and pickup/removal of all marking tape used for marking of lines, blind locations, etc.**
6. **Damage occurring to fields/roads/pavilion/power service.**
7. **Provide a copy of the VGDIF bird permit, as appropriate.**
8. **Certificate of Insurance. Details on page four.**
9. **Payment of appropriate fees or charges.**

**Responsible Party Personal information: (Please print) All fields are required.**

**First Name Last Name**

**Mailing Address (Street # & Street or P.O. Box Number)**

**City State Zip**

**Home Phone Cell Phone E-Mail Address**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Club Name**

**RETRIEVER CLUB EVENT FEES:**

* **The fee structure is $5.00/entry at the closing of the event with Entry Express for AKC events.**
* **The fee structure is $5.00/entry at the closing of the event with Hunt Secretary in addition to closing walk-up entry registrations on the day of the event if appropriate.**
* **Scratches after closing of the event will not reduce the fee requirement.**

**RETRIEVER SEMINAR FEES:**

* **The BOD, pending date availability on a case-by-case basis, will approve seminar date(s). A completed Event Application must be submitted a minimum of 30 days in advance.**
* **(1) If the seminar is OPEN to SFMRG members and non-members the fee for a seminar is $100 per day. There is a limit of up to two areas each day if wanted. The SFMRG Board may overrule the area limit, if it is determined to be needed by SFMRG or the seminar on a case-by-case basis.**
* **For example: 1 day seminar with up to 2 areas if wanted = $100.**
* **2 day seminar with up to 2 areas if wanted = $200.**
* **(2) If the seminar is NOT open to SFMRG members but to a club membership only, or an otherwise restricted group, the fee is $150 per day. There is a limit of up to two areas each day if wanted.**
* **For example: 1 day seminar with up to 2 areas if wanted = $150**
* **2 day seminar with up to 2 areas if wanted = $300**
* **If the seminar is not open to SFMRG Members then the Seminar Coordinator will be designated as the “Responsible Party”.**
* **In each case above, the “Responsible Party” will ensure all attendees other than SFMRG Members complete the Hold Harmless Agreement (HHA). All SFMRG Members will have already completed a HHA.**
* **In each case above, SFMRG members and any non-member participants are exempt from paying a daily use fee.**

**Founding Club Training Day Event - Date Requested \_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_ Month Day Year**

**This form must be submitted a minimum of 30 days prior to requested use.**

**List up to two Area(s) the club prefers to use: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Will you have any of your retriever club members attending that are not SFMRG members?**

**Y/N \_\_\_\_\_\_\_ If Yes, an additional requirement for a HHA is required.**

**Will you have non-retriever club members (Guests) attending?**

**Y/N \_\_\_\_\_\_\_ If Yes, an additional requirement for a HHA is required and Sign Up on our web site as a “Participating Guest” where a $25 usage fee is required to be paid.**

**FIELD EVENTS:**

1. **One Day Field Event - Date Requested \_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_**

 **Month Day Year**

**List the Area(s) the club prefers to use: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This form must be submitted a minimum of 30 days prior to requested use. The event fee will be due the day your event begins.**

**2. Two Day Field Event - Dates Requested:**

* 1. **From \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

 **b. Through \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

**List the Area(s) the club prefers to use: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This form must be submitted a minimum of 60 days prior to requested use. The event fee will be due the day your event begins.**

**3. Three Day Field Event - Dates Requested:**

1. **From \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

 **b. Through \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

**List the Area(s) the club prefers to use: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This form must be submitted a minimum of 60 days prior to requested use. The event fee will be due the day your event begins.**

**RETRIEVER SEMINAR: APPROVED BOD: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*\*\* Retriever Seminar \*\*\*\*\*- Date(s) Requested:**

* 1. **From \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

 **b. Through \_\_\_\_\_\_\_\_\_\_\_,\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Month Day Year**

**List up to two Area(s) the club prefers to use: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This form must be submitted a minimum of 30 days prior to requested use. The event fee will be due the day your event begins.**

**Will your Seminar be open to your Club/Group Members only? Y/N \_\_\_\_\_\_\_**

**If Yes, an additional requirement for a HHA is required for all non-SFMRG Members.**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**I have included my Club/Organization’s Certificate of Insurance with the listed coverage amounts below and the following Description of Operations and Certificate Holder information**

**General Liability:**

**$ 2,000,000.00     Per occurrence**

**$ 2,000,000.00     Personal and Advertising injury**

**$      10,000.00     Medical Expenses**

**$    300,000.00     Damage to Premises Rented to You**

**$ 4,000,000.00     Products / Completed Operations Aggregate**

**$ 4,000,000.00     General Aggregate**

**\* Covers third party claims against you for bodily injury (dog bites someone, slip or fall on the premises etc.)**

 **\* Covers third party claims against you for property damage (damage to someone’s property, home, etc.)**

 **\* Covers you no matter where you are operating your services**

 **\* No deductible**

**Request your insurance provider include the following text in the appropriate blocks on the requested Insurance Certificate:**

1. **DESCRIPTION OF OPERATIONS / LOCATIONS** **/ VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

**Event Date: MONTH 00/DAYS 00/YEAR 2021**

**Steve Ferguson Memorial Retriever Grounds, Inc. Lessee is listed as additional insured with regards to general liability.**

**Patsy S. Ferguson, Owner is listed as additional insured with regards to general liability.**

1. **CERTIFICATE HOLDER BLOCK**

**Steve Ferguson Memorial Retriever Grounds, Inc. Patsy S. Ferguson, Owner**

**8512 Eastfair Court**

**Chesterfield, VA 23838**

**Certificates must be received no later than 30 days prior to the event start date.**

**By signing this application, I understand and agree to all of the terms, fees, roles, rules and regulations as set forth by the Steve Ferguson Memorial Retriever Grounds Inc. Officers and Board of Directors. I also understand and agree to all the terms set forth in the Hold Harmless Agreement for both my respective Club/Organization Members and myself.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Signature (Responsible Party)**

**Please mail the completed application, a copy of the VDGIF bird permit, as appropriate, and the Certificate of Insurance (with properly Named Insured, etc. as noted above) to:**

**Steve Ferguson Memorial Retriever Grounds, Inc.**

**c/o Mike Griffith, Treasurer SFMRG**

**8512 Eastfair Court**

**Chesterfield, VA 23838**