

## Las Colonias FAQ

### **If I want to hold an event at the Las Colonias Amphitheater, how do I start the process?**

*The first step is submitting a Las Colonias Amphitheater request form. Submission of the Las Colonias Amphitheater Request does not guarantee a contract for the requested date. The following 14 days will be spent communicating with a city representative to work towards a hopeful completion of a contract for your event.*

### **How far out can an event be booked?**

*Due to shared management of this facility, each request is evaluated on an event by event basis.*

### **Where can we find diagrams of the Amphitheater?**

*You can visit [www.lascoloniasamphitheater.org](http://www.lascoloniasamphitheater.org) for diagrams, dimensions, seating capacity, and much more.*

### **Are there any behind the stage rooms or restrooms on site?**

*With the rental of the Las Colonias Amphitheater, customers will also get access to rooms behind the stage (dressing room, restrooms, and shower). For public events, there are 5 toilets in each of the men's and women's restrooms, plus one unisex restroom.*

### **How many entrances into the facility are there?**

*There will be a primary ticketing entrance with three optional entrances based on the size and nature of the event. The decision to use these additional gates will be, in part, up to the event organizer; however, it will be reviewed by City staff.*

### **Do all events require security?**

*The liquor license will be held by the City, so events with liquor (regardless of size, duration, and type) are REQUIRED to have security.*

*Events without liquor will fall into the following categories:*

- Gatherings (speaking engagements, rallies, religious services, graduations, etc.) – Attendance over 2,000, two officers will be required per entrance employed; the primary purpose of this is to prevent alcohol from being brought into the venue and for general crowd control purposes*
- Musical events or concerts – Two officers will be required per entrance employed and 2 officers per 1,000 people in attendance; the primary purpose of this is to prevent alcohol from being brought into the venue*
- Other (private events, weddings, reunions, yoga, youth programs, etc.) – Security will be required at the discretion of the City*

### **Do you have lights and sound built into the facility?**

*There are house lights on the stage and house sound system; however, for most performances this equipment will prove inadequate. Lessee is responsible for acquiring all additional lights, sound equipment, and production equipment.*

### **Are there restrictions on what food can be sold or provided?**

*Food vendors must be from the approved concessionaire list. Please visit <http://bit.ly/FOODGJ>.*

### **Do I need to have insurance to have an event at the Las Colonias Amphitheater? If so, what is the requirement?**

*If you are holding a private event and can provide a list of all those invited then insurance is not required.*

*Otherwise, insurance will be required and the lessee must supply the City of Grand Junction with a Certificate of insurance including an Additional Insured Endorsement naming the City as an additional insured on the General Liability policy. Coverage Certificate must provide combined single limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Certificate with Additional Insured Endorsement must be received by the Parks and Recreation Department from Lessee's carrier or broker at least 48 hours prior to beginning date of Lessee event(s). Each new event within the calendar year will require an updated Certificate and Endorsement.*

*The issuance of a Certificate of insurance is a formal process on the part of the Lessee's insurance company, and must be sent directly from the insurer or broker to the Grand Junction Parks and Recreation Department. Only original Certificates and Endorsements issued directly to the City of Grand Junction will be acceptable.*

### **Who should be notified with a day of facility emergency?**

*You can call Non-Emergency Police Dispatch at (970) 242-6707*

### **How can I tour the facility?**

*If you are a promoter or an event organizer, you are invited to tour the facility. Please visit <http://bit.ly/lcamptours17> or call the Parks and Recreation Office at (970) 254-3866 to get on the list.*