

Fair Manager, Guy McEndaffer  
mandmfarms@aol.com



Fair Administrative Assistant  
Gutierrezd@logancountyco.gov

315 Main Street | Sterling, CO 80751

970-522-0888 ext. 222

## 2024 Ticket Takers & Usher Services

This page must accompany proposal.

**Please initial each item that you have read and understood.**

\_\_\_\_\_ The services provided will include taking tickets at the gate, ushering ticket holders to the seats noted on the ticket stub, assisting with handicapped seating and other duties that may be deemed necessary by the Fair Board – Event Seating Chairperson. This proposal will include the grandstand gates, cowboy drive thru gate, and the cowboy walk through gate.

\_\_\_\_\_ All persons will be 16 years of age or older.

\_\_\_\_\_ Each will provide a flashlight for their use and will be prepared for wet weather and able to work with the public.

\_\_\_\_\_ Be there at allotted times prior to event (shown below in table).

\_\_\_\_\_ Stay until one half hour (30 minutes) after the end of the event.

\_\_\_\_\_ Proposer shall provide no fewer than the number of people noted (shown below in table).

\_\_\_\_\_ Proposer will appoint one member of the organization to perform continual supervision for group members and who will serve as liaison between workers performing services and County officials. Ticket takers and ushers will work in close cooperation with the Fair Board – Event Seating Chairperson. Supervisor, ticket takers and ushers will not be employees of Logan County.

\_\_\_\_\_ By **July 1**, the supervisor for the group will complete and provide a copy of the signup sheet to the Fair Coordinator, Signup Sheet and guidelines will be provided to Proposer upon acceptance of proposal.

\_\_\_\_\_ Upon a successful proposal, applicants will meet with the Fair Board – Event Seating Chairperson to clarify the details of the contract.

\_\_\_\_\_ ADA training is required prior to anyone working the event. (These will be held by LC Fair Administrative Assistant and will work with your supervisor to set training up. If training is not attended, you cannot work the events). If the agreement is not fulfilled, payment will be withheld.

Event	Date of Event	# of Ticket Takers	# of Ushers	Time of Event	Time to be there
Bull Riding	Tuesday, July 30	16	4	7:00 p.m.	4:30 p.m.
Thursday Rodeo	Thursday, Aug 1	13	4	7:00 p.m.	5:30 p.m.
Friday Rodeo	Friday, Aug 2	13	4	7:00 p.m.	5:30 p.m.
Concert	Saturday, Aug 3	2 – Walk Thru Gate	0	6:00 p.m.	5:30 p.m.
Concert	Saturday, Aug 3	16	6	8:00 p.m.	6:30 p.m.
Demo Derby	Sunday, Aug 4	2 – Walk Thru Gate	0	3:00 p.m.	2:30 p.m.
Demo Derby	Sunday, Aug 4	12	6	5:30 p.m.	4:00 p.m.

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Event Start Time	Bull Riding Aug 6 5:30pm 7:00 pm	Thursday Rodeo Aug 8 5:30pm 7:00 pm	Friday Rodeo Aug 9 5:30pm 7:00 pm	Concert Aug 10 6:30pm 8:00 pm	Demo Derby Aug 11 4:00pm 5:30 pm
Main Gate Ticket	1	1	1	1	1
Main Gate Ticket	2	2	2	2	2
Main Gate Ticket	3	3	3	3	3
Main Gate Ticket	4	4	4	4	4
Main Gate Ticket	5	5	5	5	5
Main Gate Ticket	6			6	6
Main Gate Ticket				7	7
Main Gate Ticket				8	8
Usher	1	1	1	1	1
Usher	2	2	2	2	2
Usher	3	3	3	3	3
Usher	4	4	4	4	4
Usher				5	5
Usher				6	6
N Walk Thru Gate	1***	1	1	1 **	1 *
N Walk Thru Gate	2***	2	2	2 **	2 *
N Grandstands Gate	1	1	1	1	1
N Grandstands Gate	2	2	2	2	2
N Grandstands Gate				3	
N Grandstands Gate				4	
S Grandstands Gate	1	1	1	1	1
S Grandstands Gate	2	2	2	2	2
Rodeo Entrance	1	1	1	1	
Rodeo Entrance	2	2	2	2	
Rodeo Entrance VIP	3				
Rodeo Entrance VIP	4				
<b>TOTAL</b>	<b>20</b>	<b>17</b>	<b>17</b>	<b>24</b>	<b>20</b>

\*Need 2 people at Walk Thru Gate at 3 p.m. \*\*Need 2 people at Walk Thru Gate at 5:30 p.m. \*\*\* Bull Riding walk thru gates @ 4:30pm

Submit your proposal to the Logan County Fair Board by **5 p.m. on April 5, 2024**. All proposals should be submitted in a sealed envelope and marked with "Ticket Takers & Usher Service". The Fair Board will be opening the Proposals on **April 11**, at the Fair Board meeting. Notification will be **April 16**, after the Commissioners have approved the proposal. Supporting paperwork should include name of organization, address, supervising agent, telephone number and proposed amount, and if required proof of insurance. The Board of Commissioners reserve the right to reject any or all bids and to accept the proposal deemed to be in the best interest of Logan County.

This proposal is submitted to the Commissioners of Logan County for the bid of \$ \_\_\_\_\_

\_\_\_\_\_  
Name of Organization Address

\_\_\_\_\_  
Supervising Agent Phone Number at Fair Time (cell phone)