



## **Idaho Center Facility Usage Application**

On behalf of the City of Nampa, SMG, the management of the Idaho Center is responsible for leasing the Idaho Center Arena, the Amphitheater, the Sports Center and the Idaho Horse Park. To ensure that the integrity of the complex is maintained, SMG considers the following when evaluating usage requests:

- The ability of the promoter to successfully finance, insure and produce the event.
- Income potential to the venue.
- Potential for development of long term, mutually beneficial business relationships.

To that end, SMG requires that all event producers/promoters wanting to book a venue at the Idaho Center demonstrate their capabilities and knowledge of the following:

- Experience in using facilities similar to the Idaho Center, including experience with crowd management and standard event production procedures.
- Familiarity with standard facility and show expenses.
- Standard box office procedures.
- Contract negotiations.
- Event budget management.
- Event marketing procedures.
- Financial solvency.

To apply for approval to contract with the Idaho Center for an event, please complete the following business history application and return via mail or fax.



**PROMOTER/PRESENTER BUSINESS HISTORY**

PLEASE COMPLETE IN FULL AND MAIL OR FAX TO:  
Facility Marketing, Idaho Center, 16114 Idaho Center Blvd., Ste. 2, Nampa, ID 83687 Fax:208-442-3312

**I. APPLICANT INFORMATION**

Company: \_\_\_\_\_ Represented By: \_\_\_\_\_  
Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

**II. ORGANIZATION PROFILE**

Corporation: \_\_\_\_\_ Partnership: \_\_\_\_\_ Individual: \_\_\_\_\_ Government: \_\_\_\_\_ Non-Profit: \_\_\_\_\_ Other: \_\_\_\_\_  
Registered in the state of: \_\_\_\_\_ Person Authorized To Sign Contract: \_\_\_\_\_  
Officer's Names, Titles: \_\_\_\_\_  
\_\_\_\_\_

**III. BANK REFERENCE**

Account Name: \_\_\_\_\_  
Bank/Branch: \_\_\_\_\_ Phone: \_\_\_\_\_

**IV. FACILITY REFERENCE**

Please list other Arenas, Halls, etc. which have been previously contracted for/by the applicant:

Facility: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Facility: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**V. EVENT REFERENCE**

Event: \_\_\_\_\_ Facility: \_\_\_\_\_ Date: \_\_\_\_\_  
Event: \_\_\_\_\_ Facility: \_\_\_\_\_ Date: \_\_\_\_\_

**VI. BUSINESS REFERENCE**

Please list two additional business references:

1: \_\_\_\_\_ Phone: \_\_\_\_\_  
2: \_\_\_\_\_ Phone: \_\_\_\_\_

**VII. EVENT INFORMATION**

Type or name of show/event you intend to present: \_\_\_\_\_  
Booking contact: Agency: \_\_\_\_\_ Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby authorize Idaho Center to make a complete and full review of all documents and information listed above and authorizes the disclosure of all materials and records to this process. I understand that Idaho Center may, at its discretion, approve or disprove this application to contract for rental space at the Idaho Center.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form must be completed in full and your application approved before an Idaho Center Rental Agreement can be issued. Application hereby warrants that a full and complete disclosure of all information, which might be pertinent to the consideration of this application, has been provided and that all of the information provided is true and correct.