



*Your
Wedding
at the
Laramie County Fairgrounds
at Archer*

The Laramie County Fairgrounds at Archer is the ideal location for any wedding, reception or special event. With room for up to 598 guests (299 per building), our multi-purpose facilities and flexibility will put you and your family at ease on your special day. Our full service commercial kitchen is ideal for you or your caterer to prepare and serve the meals.

Fees, Deposits & Payments

M Building.....	\$250.00 per day
K Building.....	\$250.00 per day
Kitchen w/ building rental.....	\$100.00 per day
Building Deposit.....	\$200.00
Kitchen Deposit.....	\$200.00
Microphone Deposit.....	\$200.00

All deposits are required. If no damages are incurred, the deposits will be refunded. Final payment of all fees and deposits will be due (1) one week prior to event. All buildings must be vacated by midnight.

M Building, K Building & Kitchen

The M building is the largest of our multi-purpose facilities. It is a metal building measuring 125' by 60' and can accommodate up to 299 guests. The K building is attached to the M building and will accommodate an additional 299 guests and measures 120' by 40'. M & K buildings are separated by a large overhead door. Both buildings have a service window from the kitchen and have separate restrooms. These buildings can be rented together or separate. The kitchen is fully equipped with a commercial stove, oven, dishwasher, ice machine, steam table, 3 compartment sink, hand sink, prep sink and a walk in refrigerator/freezer combo. Each building is also equipped inside and outside with a sound system. The buildings are heated but do not have air conditioning. An evaporative cooler is provided if needed.

Parking

Parking is permitted in the parking lot and in designated grassy areas.

Food & Beverages

You may provide your own food and service personnel or hire a caterer. Alcohol is permitted to be served. All alcohol sold must be dispensed by licensed and trained servers. Sold alcohol will require the proper permits and have the T.I.P.S training. Contact the County Clerks office (307) 633-4264 for additional information. Applicant is responsible for all guests during and after the event that have been served alcohol.

Music

A sound system is in both buildings and available for you, your band or DJ to use. Microphones are also available with a refundable deposit. The Laramie County Fair requires all music to end by 12:00 am midnight.

Smoking

Smoking is not permitted in any building, only permitted in designated areas. Please use receptacles to distinguish smoking materials.

Camping

Dry camping is permitted only during your rental. No hook-ups are available. RVs and campers are not permitted to run electrical cords and/or water hoses to buildings and/or hydrants. No tent camping is permitted.

Decorating Policy

You and/or your decorator are welcome to decorate as you wish. All candles must be enclosed in glass. No open flames are allowed inside or outside any building. All tape, string, etc. used for decorations must be removed from walls, doors, windows, ceiling, beams and all other fixtures to ensure deposit refund. Nails, staples and tacks are not permitted.

Equipment

Equipment included in your rental:

- ◇ 100 8ft rectangle tables*
- ◇ 50 6ft rectangle tables*
- ◇ 16 6ft round tables*
- ◇ 9 5ft round tables*
- ◇ 300 chairs*

Additional Rentals

For the smaller event we have the community center which has the capacity for 93 guests. The restrooms are located in the building next to it. The community center is handicap accessible but the restrooms are not from the community center. A kitchen with the basic appliances is located in the building across from the community center that can be rented at an additional fee. We have a meadow that is very popular for outside weddings and gatherings.

Our arenas are also available for rent for those wishing to get married on horseback. Stalls and livestock pens are also available.

COMMUNITY CENTER (Capacity 93).....\$75.00 per day
CONCESSION STAND KITCHEN.....\$50.00 per day
MEADOW LEADERSHIP PARK W/Building Rental.....FREE
Without Building Rental.....\$75.00 per day
LOTS/PARKING AREAS A-B-C-D W/Building Rental....FREE
Without Building Rental.....\$200.00 per day
ARENAS W/Building Rental.....Free
STALLS (Horses) W/Building/Arena Rental.....Free
Without Building/Arena Rental.....\$15.00 per head per day
LIVESTOCK PENS W/Building/Arena Rental.....Free
Without Building/Arena Rental.....\$25.00 per pen per day

ALL BUILDINGS MUST BE VACATED BY MIDNIGHT

Laramie County Fair

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