



(To be completed by Wheeler Farm)

Today's Date: \_\_\_\_\_ paid \$ \_\_\_\_\_  
 \$ \_\_\_\_\_ Balance due: \_\_\_\_\_  
 Checked for accuracy and signature  
 Initial \_\_\_\_\_ Date: \_\_\_\_\_

## Wheeler Historic Farm Event Rules and Reservation Request Form

Prices effective January 1, 2025

**DATE OF EVENT:** \_\_\_\_\_

**\*\*Fees must be paid in full if rental is made within ninety (90) days of requested date\*\***

Event Start Time (includes Setup) \_\_\_\_\_ AM / PM      Event End Time (includes cleanup) \_\_\_\_\_ AM / PM

Sponsoring Group / Party Name: \_\_\_\_\_

Check-in Person(s): \_\_\_\_\_

Responsible Person (financially): \_\_\_\_\_ Phone: \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Best Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

E-mail: \_\_\_\_\_

Activity Barn/Ed Center (block) \$1980 9AM-3PM or 5PM-11PM = Cost: \$ \_\_\_\_\_

Activity Barn/Ed Center (hourly) Hourly rate \$ 165.00 x \_\_\_\_\_ hrs = Cost: \$ \_\_\_\_\_

Hourly rate \$ 247.50 x \_\_\_\_\_ hrs = Cost: \$ \_\_\_\_\_

Birthday Party Package \$150 – (10am-12pm, 1pm-3pm or 4pm-6pm) = Cost: \$ \_\_\_\_\_

Lawn Area to be rented (1/2 day):

Pavilion \_\_\_\_\_ Central \_\_\_\_\_ 9AM-3PM or 4PM-9PM = Cost: \$ \_\_\_\_\_

5K Track \_\_\_\_\_ = Cost: \$ \_\_\_\_\_

TOTAL cost of rental: Space \_\_\_\_\_ + Damage Deposit \_\_\_\_\_ + Additional costs \_\_\_\_\_ = **Total Cost: \$** \_\_\_\_\_

Hours Added: # of hours added x \$ \_\_\_\_\_ /hour      Date paid: \_\_\_\_\_ = **New Total: \$** \_\_\_\_\_

Estimated number of people (including participants, spectators and support staff) \_\_\_\_\_

Describe Your Event (or attach a flyer, brochure or information sheet)

\_\_\_\_\_  
 \_\_\_\_\_

**No vehicles are allowed on the farm during any event. Set-up arrangements must be made a minimum of 48 hours prior to your event to arrange for vehicle access. Vehicles on the farm during an event will result in loss of security deposit.**

**Event Checklist**  
**Check all that apply.**

**Type:**

- Family Event / Reunion / Birthday
- Wedding/ Reception (Last Names of Couple) \_\_\_\_\_
- Bicycles used in event
- Athletic event. (Denote area on map.)
- Other \_\_\_\_\_

**Private Event Activities:**

- Food Catering
- Tent Rentals (Diamond Rentals, 4518 South Riverside Drive, 801-262-2080)
- Music / Sound Amplification (contact SL Valley Health Department, 385-468-3835).
- PA System for announcements (out-doors)
- Stages or tents. (Denote locations on map.)
- Other, Explain: \_\_\_\_\_

**Inflatable bounce houses/attractions, dunk tanks, hot air balloons and mechanical bulls are prohibited.**

**Miscellaneous:**

- Electrical Requirements (the pavilion has 110 volt service only)
- Electrical Requirements (lawn space – pull power – additional \$50 per box – 2 per space)

Some events may require Off-Duty Police, additional waste containers, portable sanitary units, additional farm staff attendants and/or parking staff at renter’s expense.

**Submitting a Request Form**

Complete a form for each separate event being requested. We cannot hold dates. All reservations require a non-refundable deposit before they can be approved. Submit the completed form to:

Wheeler Historic Farm  
6351 S 900 E  
Salt Lake City, UT 84121

By signing the Contract, you understand there are no refunds for cancellations. \_\_\_\_\_ (initials)

Fax the completed form to 385-468-1754, or e-mail it to [wheelerfarm@saltlakecounty.gov](mailto:wheelerfarm@saltlakecounty.gov)