

## RENTAL CONTRACT and RESPONSIBILITY AGREEMENT—4H Building

Building Rental: \$400

Deposit of \$100 to reserve building.

Balance of Rental Fee, due within **3** months of the Event: \$250

Setup/Teardown Fee: \$175 per day

Optional: Four stages, 6x12': \$100

**For Office Use Only:**

Deposit Received: \_\_\_\_\_

Certificate of Insurance: \_\_\_\_\_

Rent in Full Received: \_\_\_\_\_

Other Fees: \_\_\_\_\_

Mail contract, rental fees, and Certificate of Insurance to:

Josh Petersen  
C/O BCFA  
1001 12<sup>th</sup> St NW  
Waverly, IA 50677

Checks are to be paid to **Bremer County Fair Association**. Facility will not be considered rented, until deposit is received.

Please call 3 days prior to event for the door code.

The Building will be left in the same condition as when you arrived. All of your items, including decorations, etc. will be removed. Chairs and unpainted tables picked up and floor swept. Do not put nails or tacks in the walls or tables. The Bremer County Fair Association is not responsible for items left in the building after the event.

The Bremer County Fair Association requires a certificate of liability insurance naming the Bremer County Fair Association as additional insured (a rider on your home insurance) to protect you. Limit of liability is \$1,000,000. The certificate of insurance must be on file with Josh Petersen 10 days prior to the date of the event.

Alcoholic Beverages can be served in the building, but not sold. Refrigerated tapper trailer available for rental, please see webpage for details.

**CANCELLATION POLICY:** If cancellation is necessary, no funds will be refunded, unless the building is re-rented for that date.

NAME OF GROUP/ORGANIZATION: \_\_\_\_\_

REQUESTED DATE OF USE: \_\_\_\_\_

TYPE OF FUNCTION: \_\_\_\_\_

RESPONSIBLE PARTY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_