

R e n t a l R e s e r v a t i o n F o r m

Date Reserved: _____ Rental Dates: _____ Rental Facility: _____ # of Rental Days _____
 Organization/ Company: _____ Type of Event: _____
 Contact Person 1: _____ Contact Person 2: _____
 Phone Number: _____ Phone Number: _____
 Address: _____ Email: _____
 Website: _____ Approximate Number of People Attending (Required) _____

RENTAL COST OF FACILITY

PAVILION/STAGE/COURTYARD/POLE BARN
 \$500 1/2 Day Need Kitchen Pilot Light Y / N
 \$600 per Day Mon-Thurs
 \$1,000 per Day Fri-Sun

4-H BUILDING Need Kitchen Pilot Light Y/N
 \$200 1/2 Day
 \$400 per Day

West Grounds \$1,200 per Day

West Parking Lot \$250 per Day

Picnic Area \$200 per Day

Rodeo Arena \$1,200 per Day

4-H Arena
 \$200 1/2 Day
 \$400 per Day

Barns, Floral Bldg. Beer Garden \$200 per Day

Horse Stalls Rental - \$20.00 Per Stall
Horse Cleaning Stall Refundable Deposit \$75.00 Per Stall
Full amount due at time of rental signing

Camping \$15 per Day – Dry,
 \$35 per Day - Elec/water

Note: Rental Costs do not include damage, cleaning, or alcohol deposits

\$500 Damage Deposit is due at Reservation signing to secure reservation date with remaining total due 30 days before event date.

Total Rental Amt. \$ _____ Reservation fee **\$500**

*Non-Refund Alcohol on Premises Deposit: Y ___ N ___ **\$300**

Non -Refundable Cleaning Deposit **\$300

***Damage Deposit **\$500** Fully Refundable

*Damage Deposit Refund \$ _____

Damage Deposit Refund due if facility is left in same condition prior to rental date and no damage occurred.

Rental of PAVILION includes 300 plus chairs; 80-8' banquet tables, 25-6' round tables

PROOF OF INSURANCE

RENTER shall obtain general liability and property damage insurance in an amount of not less than \$2,000,000 per occurrence to protect COUNTY, FAIR BOARD, and their officers' agents, and employees. RENTER shall provide FAIR BOARD a certificate of insurance in the amounts described above which names Columbia County, the Columbia County Fair Board, and their officers, agents and employees as additional insureds.

\$35 NSF Fee on all Returned Checks

Non-Profits – In-kind affiliates associated with the fairgrounds (rodeo committee, etc.) the rental cost is waived. Non-Profits not affiliated with the fairgrounds receive a 25% discount. **DISCLAIMER** the fair board has the discretion to make changes if the organization wants to address the fair board.

*An additional \$300.00 non-refundable alcohol on premises deposit is required if the event serves alcohol.
 ** The Alcohol & Cleaning deposits covers sanitation, disinfectant, product, trash pickup and removal, and labor. If Renter does not leave the spaced rented in the same condition it was received in or there is damage exceeding the deposit amounts there will be a billing fee at a rate of \$50.00 per hr. for any additional repairs, labor or services rendered into which the Renter is responsible for the overage and will be billed.

SOUND EQUIPMENT Pavilion PA system rental for \$100.00/day includes: 12 Ch. Mixer, 3 audio power amplifiers, 6-15" two-way speakers, 1-hand held wireless microphone with boom stand, Set up and removal. The sound equipment must be pointed in the direction of the grandstands if renting the Rodeo Arena. Additional equipment offered by third-party vendor at Renter's expense.

Renters Signature: _____ Date: _____
 By Signing This Reservation Form You as The Renter Agrees to the Terms & Policies Listed Above and Listed on Our Website

Fair Board Signature: Peggy Howell Date: _____
 President

Fair Board Signature: Secretary Date: _____