

Lincoln County Fair

Facilities Rental Agreement

PO Box 490 ■ Davenport, WA 99122 ■ 509-725-5161

dawn@lincolncountywafair.com

This Rental Agreement is between the Lincoln County Fair and the following User, Organization or Event Coordinator

for the use of the following facilities located on the Lincoln County Fairgrounds:

- Outside Buildings or Barns
 - Poultry \$125/day x _____ days \$ _____
 - Hog \$125/day x _____ days \$ _____
 - Sheep \$125/day x _____ days \$ _____
 - Commercial \$125/day x _____ days \$ _____
 - Grange \$125/day x _____ days \$ _____
 - Food & Crafts (4-H) \$125/day x _____ days \$ _____
 - Floral \$125/day x _____ days \$ _____

- Home Arts Building \$175/day x _____ days \$ _____

- Home Arts Restrooms Only \$40/day x _____ days \$ _____

- Auditorium \$100/day x _____ days \$ _____
- Auditorium (Over 3 Days) \$25/day x _____ days \$ _____
- Auditorium (Commercial) \$250/day x _____ days \$ _____
- Auditorium (Over 3 Days) \$25/day x _____ days \$ _____

- Kitchen & Dining Hall \$200/day x _____ days \$ _____
- Kitchen & Dining Hall (Over 3 Days) \$50/day x _____ days \$ _____
- Kitchen (Non-Event Usage) \$50/day x _____ days \$ _____

- Dining Hall \$50/day x _____ days \$ _____
- Dining Hall For Meeting \$20/hour x _____ days \$ _____

- Hamburger Stand \$100/day x _____ days \$ _____

- Midway \$100/day x _____ days \$ _____

- Stage \$50/day x _____ days \$ _____

Extra:

PICNIC TABLES: \$10.00 Per Table

Number of Picnic Tables _____ X _____ = \$ _____

PORTABLE BLEACHERS (2): \$15.00

Number of Portable Bleachers _____ X _____ = \$ _____

TABLES (10): \$10.00 Per Table

Number of Tables _____ X _____ = \$ _____

CHAIRS: \$1.00 Per Chair

Number of Tables _____ X _____ = \$ _____

SPECIAL SET UP FOR EVENTS: \$ 25.00 PER HOUR ____Yes ____NO

Purpose: _____

Date(s): _____ Hours: _____

Please initial the following:

- ____ A cleaning deposit of \$100.00 is required when rental amount is paid.
Deposit will be returned upon inspection of rented facilities after event.
- ____ Agree to use of the rented facilities only for the purpose(s) listed above.
- ____ Agree to remove from all trash cans and deposit in the outside dumpster.
- ____ Agree to return the rented facilities to the original condition before the event.
- ____ Agree to obtain all and any necessary permits for event, such as food or alcohol permits.

PAYMENTS: Payment in full is due with the return of this agreement within 15 days from the date of the event.

Rental Fee	_____
Sales Tax (8%)	_____
Cleaning Deposit	100.00
Total Payment	_____

Facilities Rental Responsibilities

The User, Organization or Event Coordinator is responsible for the following:

- ✦ Is responsible for conducting the scheduled event including, but not limited to, scheduling, advertising, ticket sales, traffic, parking, crowd control, security and on-site medical services.
- ✦ Is responsible for the overall conduct of all participants, guests, and spectators involved in the scheduled event.
- ✦ Is responsible for confining all activities to area assigned within this agreement.
- ✦ Is responsible for removing all decorations, staging and equipment brought in for the event.

Facilities Rental Policies

- ✦ Facilities rental fees must be paid 15 days prior to the start date of event and before facilities or gates will be unlocked, unless prior arrangements have been made and you have received approval from the Fair Office Manager.
- ✦ Cancellation of scheduled events need to be made to the Fair Office Manager 10 days before the event to receive a full refund.
- ✦ The facilities and grounds will be inspected the following day of the event, if there is damage to the facilities and grounds or excessive garbage left, the cleaning deposit will be forfeited. If the grounds are left clean, the cleaning deposit will be returned.

By completing and signing the Lincoln County Fair Arena Rental Agreement, you are certifying you have read, understand, and will adhere to all rules and policies herein. The Organization or Event Coordinator agrees to indemnify and hold harmless the Lincoln County Fair from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the rental of the arena.

Signature

Date

Printed

For Office Use Only		
Date Received:		
Payment:		
Cash:	Check #:	Other:
Copy of Insurance	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities Keys Assigned:		