



## Building and Outdoor Facilities Rental Contract

<u>Building</u>	<u>Event Per Day</u>	<u>Outdoor Facilities</u>	<u>Event Per Day</u>
Commercial Building	\$500.00	Grandstand	\$3000.00
Beer Garden	\$500.00	Pit Area	\$500.00
Judging Arena	\$500.00	Horse Arena	\$250.00
Grounds	\$750.00	Camping (per night, per unit on a dry site)	\$25.00

\*Pricing is for Event per day.

\*There is no running water or bathrooms in the buildings, but bathrooms are available in a separate building. A key will be provided for the bathroom building. We do not offer any portable restrooms that would be coordination on your behalf as well as additional cost to you.

### Tables/Chair Rental

- We do have tables and chairs available for rental. We have 8' banquet tables, 60" round tables, and Lifetime white folding chairs. Pricing is \$10.00 per table and \$2.00 per chair. Please inquire for more information.

### Payments

- Full building payment, as well as tables/chair rental payment, is due 60 days prior to the event. Building keys will not be given until payment received.
- Checks can be made out to: Dodge County Fair

### Deposits for Facility Rental

- \$250.00 deposit is required at the time of reservation to hold the date and building.
- Deposit will be returned in full if facility rented is restored to original condition.
- Any damages or clean-up will be subtracted from the deposit and the remainder returned within 30 days of event.

### Insurance

- **All renters must provide an event certificate of insurance listing: Dodge County Ag & Mechanics Society, Inc. as additional insured.** The certificate must be presented prior to receiving the building keys. (A certificate can typically be obtained through your homeowner's insurance carrier.)
- The renter will hold-harmless the Dodge County Fair, its members, and Dodge County for any physical risk or damage while renting the Dodge County Fair Grounds for the entirety of the event.

**Keys**

- Keys may be picked up two days prior to the event. A walk through of the building can be done at the time of key pick up. Call Scott to arrange.
- Keys must be returned by the evening of the second day following rental date. Keys can be left in the mailbox by the Fair office.

**End of Event Clean-up Procedures**

The deposit will be refunded if the following conditions are met:

1. All folding chairs must be put back on chair rack and balance stacked in front of broom closet.
2. Floors must be cleaned and in the same condition as they were upon entering building at the start of rental.
3. If any staples, tacks, or tape remains after the rental, the deposit will be forfeited.
4. All garbage must be picked up both inside and outside of buildings and on grounds and placed in the trash bin.
5. Garbage inside and outside of bathrooms must be picked up. Toilets must be cleaned and the floors swept.
6. Keys must be returned by the evening of the second day following rental date. Keys can be left in the mailbox by the Fair office.
7. All windows and doors must be locked and secured.

Thank you for following these procedures. If everyone does his or her part, costs will remain reasonable for everyone.

\_\_\_\_\_  
Date of Event

\_\_\_\_\_  
Facility Requested

\_\_\_\_\_  
Renter's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dodge County Fair Board Signature

\_\_\_\_\_  
Date

Dodge County Fair  
P.O. Box 265  
100 11<sup>th</sup> St NE  
Kasson, MN 55944

Director Scott Schley 507-259-1145