

Walla Walla Fairgrounds Pavilion Rental Application

Contact Name _____ Day Phone () _____ - _____

Mailing Address _____ City/Zip _____

Cell Phone () _____ - _____ Email: _____

Event Date(s) _____ Event Start Time: _____ End Time: _____

Will **ALCOHOL** be present? NO YES Time it will be consumed (start) _____ end _____

PUBLIC EVENT _____ or **PRIVATE EVENT** _____ Estimated attendance _____

Type of Event _____ Admission Fee? No Yes Amount: \$ _____

ORGANIZATION WEBSITE: _____

*****NO MUSIC or ALCOHOL CONSUMED after Midnight*****

Building will be available the morning of your event. **After your event, the building must be swept clean and garbage put in bags.** Any work done by the Fairgrounds, except for normal maintenance, will be done at the rate of **\$50** per man hour and **\$50** per machine hour. **FAIRGROUNDS RESERVES THE RIGHTS TO ALL FOOD/BEVERAGE CONCESSIONS—SEE RENTAL REQUIREMENTS**
If you would like food/beverage concessions, you MUST go through office.

INITIAL HERE	RENTAL RATES	TOTAL (Office Use Only)
	BOOKING FEE \$200 Must be included when application is submitted. <i>Fee is deducted from your final total. NON-REFUNDABLE</i>	
	A. Pavilion Lower Rotunda 9,000 Square feet November—February \$950 Rest of year \$750 Includes: 20 Round Tables, 160 Chairs	
	B. Pavilion Lower Exhibit Hall 16,748 Square feet November—February \$1100 Rest of Year..... \$900 Includes: 30 Round Tables, 240 Chairs	
	C. Pavilion Kitchen _____ \$200.00 per day (If Hall & Rotunda are rented, Kitchen is included) <i>Includes ovens, tables, counters, grill, stoves, refrigeration units, sinks</i>	
	Camping \$ 25 per night with event	
	Wi-Fi Access _____\$50 One Day _____\$75 Two Days _____\$100 3+ days	
	Extra Tables needed: _____ \$5.00 each Extra Chairs needed: _____ \$2.00 each	
	* Decorative Lights, Lower Exhibit Hall..... \$150 PER DAY USED	
	Reader Board/Public Events <i>One line, if available No Charge –30 spaces for letters & spaces</i> _____	
	EARLY ENTRY REQUEST _____ \$400 Full Day, per day. If available _____ \$200 1pm. If available	
	LATE CLEAN UP REQUEST _____ \$200 12 Noon Exit Clean-Up. If available	

TOTAL:

Any event approved to be invoiced must be paid within 10 days.
Any account over 10 days will incur a late fee of \$50 which will be applied every 30 days until paid.