

Please email this completed application to: lisa@glenncountyfair.org

GLENN COUNTY FAIR RENTAL APPLICATION

Applicants Name _____ Today's Date _____

Contact Person _____ Email _____

Mailing Address _____ City/Zip _____

Phone Number _____ Alternate Number _____

Event Date _____ Event Type _____

Set-Up Date _____ Clean-Up Date _____

of people expected _____ Event Hours _____

Facility: (circle all that apply) Flaherty Whitsett Cook Arts & Crafts Cafeteria
Wool Building Grandstand and Arena Livestock Office
Horse Stalls Horse Show Arena Director's Hall Other: _____

A utility fee for set-up/clean-up dates of \$25.00 per day will apply to all rentals.

Will you need ADDITIONAL equipment? Yes No P.A. System (fees apply) Yes No

*****Additional tables and chairs are subject to availability.***

Additional # of Tables _____ @ \$5.00 each Total # of Tables: (including initial tables with rental) _____

Additional # of Chairs _____ @ .75 each Total # of Chairs: (including initial chairs with rental) _____

How many round tables? _____ How many rectangular? 8-ft. _____ 6-ft. _____ Bistro Tables (9) (\$ 5.00 ea.) _____

Bleachers Yes No Total # of Bleachers: _____

Additional Items that can be rented:

Pipe & Drape \$2.50 sq. ft. _____ Large Bars (2 available at \$50.00 ea) _____ Handwashing Stations (\$25.00) _____

Patio Lights \$15.00 a strand _____ Patio Light Installation at discretion of fair \$200.00

Will you be having concession stands? Yes No Will you need a dumpster? (\$50.00) Yes No

Food Sales Yes No Samples Yes No Will you be selling liquor? Yes No

Will you be serving liquor? Yes No

If you are selling liquor, you will be required to provide additional insurance.

Licensed Security Guards may be required. Orland Police Permit needs to be completed and submitted to OPD.

Insurance Liability: \$1,000,000 (one million) per occurrence required.

Home/Business Owners Insurance: Yes No

Purchase CFSA Insurance: Yes No

CFSA (California Fair Services Authority) Insurance may be purchased starting at \$60.00, determined by the number in attendance.

- Janitorial services are not included in the rental contract; it is your responsibility to leave the building clean. Please inquire if you need further information.

- Also, note that the first trash liner in all trash bins are included in the rental, any further needed will be the renter's responsibility.

Failure to return keys will result in an automatic \$50.00 deductions from the security deposit.

Any and all false or misleading statements made by or on behalf of the renter will be grounds for immediate termination of any or all agreements and forfeiture of all rental fees and/or deposits paid as well as consideration of any future contracts.

Acceptance of this application by the Glenn County Fair Association should not be construed as acceptance of your event.

***Curfew shall be 11:00 p.m. on weekdays and Sunday and 12:00a.m. (midnight) on Friday and Saturday. There are No exceptions. The City of Orland will enforce the city noise ordinance and it states that loud noises including bands, will reduce noise levels at 10:00 p.m. on weekdays and Sunday and 11:30 on weekends. Should it be necessary to call the police to enforce curfew, the cost will be assessed to the renter.

****All paperwork and full payment must be completed two weeks prior to the event or keys will not be issued and all payment will be forfeited to the fair.

***** Refund Policy are at the discretion of the CEO and Fair Board of Directors

I have read Building Rental requirements and agree to abide by all terms therein.

Signed

Date

Application Accepted by _____ Date _____