

ALL ROOM/BUILDING RENTAL CONTRACT

Deposit _____ Date _____

Paid In Full _____ Date _____

Contact Name: _____

Contact Number: _____

Contact Number 2: _____

Date Of Event: _____

Time Of Event: _____

Bar Yes _____ No _____

Time Open _____

Buildings available for rental:

Sandford Hall- \$600

Total- \$ _____

Food allowed to be catered or brought in

Included 15 tables and 8 chairs per table

Additional tables and chairs can be rented at \$4 per table .55 cents per chair

Renter is allowed day before and day after to set up and clean up

All trash is to be removed from building and tables and chair put back on carts and racks

½ Event Center- \$600

Total- \$ _____

Food allowed to be catered or brought in

Included 20 tables and 8 chairs per table

Additional tables and chairs can be rented at \$4 per table .55 cents per chair

Renter is allowed day before and day after to set up and clean up

All trash is to be removed from building and tables and chair put back on carts and racks

Full Event Center- \$1200

Meeting Room- \$150 per day or \$20 per hour up to 3 Hours

Yes _____ No _____ \$ _____

Campground if available can be used for ceremony

Yes _____ No _____ \$0

Kitchen- To house food \$50 Yes___ No___ \$_____

Kitchen To Cook \$100 Yes___ No___ \$_____

Guest Overnight camping \$20 per night guests can contact fair office at 308 623-1828 to inquire

Bar information:

*The Scotts Bluff County Ag Society hold the liquor license, so bar is hosted by this entity, so **no outside liquor brought in**

*2 bartenders are required at \$50 per each Check✓___ \$_____

*Please inform if the party is over 350 in this case 3 bartenders will be required

*Most staple liquors, wines and beers are served if there is a special request, please inquire 3 weeks prior to allow time to order and receive.

Wedding props available:

Archway

Sound system- \$50

Wood benches- \$10 per bench

Extra Tables \$4 each #___ \$_____

Extra Chairs .55 cents #___ \$_____

Total Fee \$_____

Cleaning Agreement:

1. Day following event
2. Trash removed from building
3. Chairs and table returned to carts and racks
4. No damage to buildings or tables, chairs

If any of these agreements are not completed deposit will be kept.

Proof of **homeowners** insurance or **renters'** insurance _____

I have read this page: Initials_____

The Scotts Bluff County Ag Society gives and grants unto the renter the right to use the building(s) area(s) located on the Scotts Bluff County Fairgrounds, Mitchell Ne in consideration of the rental charges specified upon the following conditions.

Please read the following renter requirements regarding payment and damage and full renter compliance.

Management may require renters' insurance for event if deemed necessary

- The renter shall read and agree to comply with the rates and rules of the Scotts Bluff County Fairgrounds facility as set forth by the Board and management/employee of the Scotts Bluff County Ag Society
- The renter shall not use the facilities in violation of any federal or state law, fire code of ordinance military regulation, and shall pay for special police security or security personnel if required and requested by the Board of the Scotts Bluff County Ag Society and or management/employees
- The renter shall pay for any DAMAGE, BREAKAGE, or VANDALISM to the building(s) or property therein that occurs during the event or because of the use the facilities by the renter. They shall pay a damage deposit to be refunded after the building has been inspected by management/employee and or board member. If additional cleanup is required to due to damage, breakage and or vandalism deposit will not be returned and a \$20 per employee hour will be required
- If the event is cancelled 4 months prior to your event, we have the right to keep your deposit. You will still have the opportunity to reschedule the event at a later date, but a new deposit will need to be turned in.
 - This agreement is subject to termination by the Scotts Bluff County Ag Society and or management, should the renter fail to meet any of the obligations herein or if the renter has misrepresented the true purpose of the said facility as stated above.
- No alcohol shall be brought or sold by renter and alcohol is only allowed in designated areas
- The renter SHALL NOT hold the Scotts Bluff County Ag society/employees and volunteers liable for injury, loss of or damage, to any person or property that occurs during or as the result of the use of the facilities by the renter, and shall indemnify the Ag Society/Board Member/ Employees and Volunteers for all expenses that may be incurred by the result of the claim or demand by anyone growing out of the use of the facilities by the renter.

By Signing this I have read, and I agree to comply with above terms and conditions and that Scotts Bluff County Ag Society does acknowledge receipt of payment for rental charges and deposit as specified.

If any of these agreements are breached Scotts Bluff County Fair Grounds Staff has the right to remove guests and close the event.

Renter Signature _____ Date _____

Scotts Bluff County Ag Society Management/Employee Signature

_____ Date _____