

# SCOTTS BLUFF COUNTY FAIRGROUNDS BUILDING RENTAL CONTRACT

DATE OF EVENT: \_\_\_\_\_ TIME OF EVENT: \_\_\_\_\_

TYPE OF EVENT: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ CONTACT NUMBER 2: \_\_\_\_\_

## BUILDINGS AVAILABLE FOR RENTAL

- DEPOSIT FOR ALL BUILDINGS- \$125
- SANDFORD HALL- \$600
- MEETING ROOM- \$150
  - \$20 PER HOUR UP TO 3 HOUR
- 1/2 EVENT CENTER- \$600
- FULL EVENT CENTER- \$1,200
- KITCHEN TO HOUSE FOOD- \$50
- KITCHEN TO COOK- \$100
- CAMPINGGROUND- \$20 PER NIGHT
- PAVILION- TO BE DETERMED BY OFFICE
- TABLES- \$4
- CHAIRS- \$1
- SOUND SYSTEM- \$50

• TOTAL: \_\_\_\_\_

• DEPOSIT: \_\_\_\_\_ DATE: \_\_\_\_\_

• PROOF OF HOMEOWNERS INSURANCE OR  
RENTERS INSURANCE: \_\_\_\_\_ DATE: \_\_\_\_\_

• BAR PAYMENT: \_\_\_\_\_ DATE: \_\_\_\_\_

• PAYMENTS: \_\_\_\_\_ DATE: \_\_\_\_\_

### ALL RENTALS INCLUDE:

- Food allowed to be catered or brought in
- Included 15 tables and 8 chairs per tables
- Rental is allowed day before and day after to set up and clean up

### CLEANING AGREEMENT:

- Day after event to clean
- trash must be removed from building
- Chairs and tables returned to carts and racks
- All damages to buildings, tables or chairs must be reported to the office

### BAR INFORMATION:

- The Scotts Bluff County Ag Society holds the liquor license, so the bar is hosted by the Scotts Bluff County Ag Society/ Staff
- No Outside liquor is to be brought in under so circumstances
- 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 receive

WILL YOU WANT A BAR DURING YOUR EVENT:

YES \_\_\_\_\_ NO \_\_\_\_\_ TIME BAR OPENS: \_\_\_\_\_

I HAVE READ THIS PAGE: INITIALS \_\_\_\_\_ DATE: \_\_\_\_\_

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 will require renters insurance for all events
- 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 personnel if required and requested by 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 that occurs during the event or because of the use of 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 members. If additional cleanup is required due to damage, breakage and/or vandalism deposit will not be returned and a \$20 per employee per 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 submitted.
- This agreement is subject to termination by the Scotts Bluff County Ag Society and or staff, should the renter fail to meet any of the obligations 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.

**IF ANY OF THESE AGREEMENTS ARE BREACHED SCOTTS BLUFF COUNTY FAIRGROUNDS STAFF HAS THE RIGHT TO REMOVE GUESTS AND CLOSE THE EVENT**

Renter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Scotts Bluff County Ag Society Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_