

**SULLIVAN COUNTY 4-H FAIRGROUNDS
RENTAL RATES FOR 4-H BUILDING / EXHIBIT BUILDING**

RENTAL DATE: _____
 NAME OF AUTHORIZED CONTACT PERSON: _____
 BUSINESS, ORGANIZATION, OR PRIVATE USE: _____
 ADDRESS: _____
 PHONE: _____

PLEASE CHECK THE APPROPRIATE AREAS TO BE RENTED AND CHECK CORRESPONDING DEPOSIT AREA.

- ENTIRE 4-H FAIRGROUNDS** – all buildings and arenas except 4-H Exhibit building, Extension Homemakers, Curry Nomads, and Horseman's Association's buildings \$Fee to be set by fairboard
- ENTIRE 4-H BUILDING Complex**(including kitchen, meeting room, comm. building annex, and auditorium)
- A. Non-commercial- (meetings, receptions, garage sales, political fundraisers) \$225.00/day
- B. Commercial- (Auctions, money-making functions) \$450.00/day
- For commercial renters each additional day - \$300.00/day
- 4-H BUILDING** (Kitchen, meeting room, and auditorium - EXCLUDING Commercial Building annex)
- A. Non-commercial- (meetings, receptions, garage sales, political fundraisers) \$150.00/day
- B. Commercial- (Auctions, money-making functions) \$300.00/day
- AUDITORIUM** (excluding kitchen, meeting room and commercial building annex)
- A. Non-commercial- (meetings, receptions, garage sales, political fundraisers) \$125.00/day
- B. Commercial- (Auctions, money-making functions) \$250.00/day
- COMMERCIAL BUILDING ANNEX** (excluding kitchen, meeting room, and auditorium)
- A. Non-commercial- (meetings, receptions, garage sales, political fundraisers) \$100.00/day
- B. Commercial- (Auctions, money-making functions) \$200.00/day
- MEETING ROOM** \$50.00/day
- KITCHEN** A. Non-commercial- (meetings, receptions, garage sales, political fundraisers) \$ 25.00/day
- B. Commercial- (Auctions, money-making functions) \$100.00/day
- HORSE ARENA** - Non-Commercial, No lessons – MUST HAVE STATEMENT OF INSURANCE \$20.00 Per Horse/Per Day
- SECURITY DEPOSIT** - per room rented (\$200 maximum required deposit) \$ 100.00
- SECURITY DEPOSIT** - (when renting the ENTIRE 4-H BUILDING) \$ 200.00
- EXHIBIT BUILDING (AVAILABLE SPACE)** Not available to rent without prior approval from Fairboard (no restrooms included). Rental fee and security deposit to be set when approved.
- SET-UP DAY RENTAL FEE-** (represents only one day before your event) \$ ½ normal daily rate

RENTAL AMOUNT DUE \$ _____
 (Make Rental Check Payable To *SULLIVAN COUNTY AUDITOR*)
 SECURITY DEPOSIT DUE \$ _____
 (Make Security Deposit Check Payable To *SULLIVAN COUNTY FAIR BOARD*)

All requests for fee waivers **MUST** be requested in person at fairboard meeting the last Tuesday of the month. Make sure the appropriate boxes are checked, add up the dollar amounts, and pay the total amount due within five (5) days of reserving the area(s). Failure to make the full payment within the stated five (5) days will make the reservation null and void. Rent money paid and security deposits are fully refundable, provided the reservations are cancelled at least two weeks prior to the reservation date.

I have read the rental agreement and understand the rental rates and security deposits. I will also accept financial responsibility for the facilities rented during the agreed rental period.

_____ _____
 Date Signature of Responsible Party

(Revised: February 2020)

RENTAL AGREEMENT

WHEREAS _____ herein referred to as "Renter" requests to utilize one or more of the facilities located at the Sullivan County 4-H Fairgrounds, located in Sullivan County, Indiana and:

WHEREAS the Sullivan County 4-H Fairboard has the authority to rent said facilities entered in this agreement.

Facilities to be rented: _____

Renters shall pay the sum of _____ dollars (\$ _____) for the use of the above-mentioned facilities.

WHEREAS, the Renter shall make payment to the Sullivan County 4-H Fairboard in the amount due for the area selected and the Sullivan County 4-H Fairboard has the authority to make reservations for said facilities at any give time.

WHEREAS, the sum due for said rental shall be paid in full within five (5) working days of reserving the facilities.

WHEREAS, failure to make full payment for rental of said facilities within the stated five (5) working days, will make said reservations null and void. Any and all funds and/or security deposits paid shall be non-refundable unless reservations are cancelled at least thirty (30) days prior to the date of said reservation.

WHEREAS, the reservation date shall cause the facility to be reserved in the Renter's name on the date requested and assigned in this agreement.

Renter's Name _____
Renter's Address _____
Home phone _____ Work phone _____

WHEREAS, the renters shall abide by the building use and responsibilities agreement attached to this agreement.

WHEREAS, in the event that the Sullivan County 4-H Fairboard shall deem fit to revoke the reservation due to unforeseen events or circumstances, a representative of the Sullivan County 4-H Fairboard shall contact the Renter upon receiving knowledge of said unforeseen event or circumstance and shall attempt to locate another facility for the Renter to utilize.

WHEREAS, the Sullivan County 4-H Fairboard and employees of same shall not be held liable in the event that the reservations cannot be honored due to unforeseen events or circumstances.

WHEREAS, in the event of any discrepancies in reference to the rental or utilization of the facilities, the ruling of the Sullivan County 4-H Fairboard shall be held in full force and effect with no reservation to any renter or lessee thereof.

WHEREAS, Renter shall provide a certificate of insurance for any and all events, regardless if fee is waived. Sullivan County, Purdue University, the Trustees of Purdue University, and Purdue Cooperative Extension Service will be named as additional insured on the certificate of insurance.

WHEREAS, the above-mentioned insurance coverage shall be of a sum that will ensure the County of Sullivan, the Sullivan County 4-H Fairboard, and employees of same are held harmless for any and all claims arising from Renter's use of the facilities and arising from any event that could cause injury or damages.

WHEREAS, Renter shall be responsible for the use of any of the rented facilities and shall ensure that the County of Sullivan, Sullivan County 4-H Fairboard and employees of same are held harmless from any incidents or claims for damages or injuries from any scheduled event.

The signature below reflects that I have read and understand all matters addressed above and agree to same.

Printed name of Renter

Signature of Responsible Party for the Renter

Approved by: _____, a duly authorized representative of the Sullivan County 4-H Fairboard.

(revised January 2015)