



Washington County Facility Use Contract & Janitorial/Liability Agreement

Date of Event: _____

User Name: _____

Washington County Fair Board
P.O. Box 405, Cambridge, Idaho 83610
208-566-3431, washingtoncountyfair@ctcweb.net

This agreement is made between the Washington County Fair Board, hereinafter referred to as the WCF and _____ hereinafter referred to as the USER.

RENTAL TIME POLICY: Scheduled time *INCLUDES* decorating, set up and clean up of the facility.

FEE & DEPOSIT POLICY: Rental/cleaning deposit of \$100 (*\$250 on alcohol events*) must be paid 10 days before event, or event will be considered cancelled without proper notice. The deposit will be refunded to the User within 3-7 days following the use of the facility, upon inspection for damage and cleanliness. Any discrepancies will be settled prior to any refund or return of deposit. The User agrees to be responsible for any and all damage to the facility or equipment.

GENERAL LIABILITY: User is responsible for any damage, theft or loss of any of the facility equipment and property of the WCF. User is responsible for any damage or loss of any "User" or "Guest" property and/or equipment, which may occur on the premises of the WCF. User must verify with their personal insurance carrier coverage for such occurrences. County insurance does not cover alcohol use: if the Event includes alcohol, User agrees to provide copies of liability insurance. Other documents or permits required under city, county or state code may be required. User can only use the portion of the WCF Grounds that is authorized by this agreement and is responsible to prevent all its members, agents, employees, customers and guests from entering, occupying or using other portions of the Fair Grounds or equipment belonging to the WCF.

JANITORIAL REQUIREMENTS: No duct tape, tacks, nails, or staples are allowed on walls, or surfaces. Do not drill into, disfigure or deface any part of the building, grounds, fixtures and equipment. User is expected to leave the WCF Exhibit Hall in the same or better condition as when they arrived Please schedule a walk through with a WCF Representative before and after your event so any concerns or questions may be addressed. The User assumes responsibility for any caterer you contract with that uses the kitchen. *Basic cleaning supplies and tools are provided, as well as trash liners. The WCF provides trash service, please deposit in bins provided. There is a detailed cleaning list in the Janitor's Closet. User is responsible for the areas used.* **RENTAL DEPOSIT WILL BE FORFIETED IF AREAS ARE NOT CLEANED**

KITCHEN POLICY: Full use of the kitchen is included in the rental rates and is subject the same Janitorial and Liability policy.

RENTAL RATES: Please write two (2) separate checks for rental and deposit.

Deposit - Check or Cash - Check Number _____

Rent - Check or Cash - Check Number _____

(Circle One)

(Circle One)

Deposit: \$100 Without Alcohol, \$250 With Alcohol

Rates: \$25.00/Hourly, \$75/Half Day, \$150/Daily

I agree that I have read and will abide by the above terms, rules, procedures and conditions. I agree to save and hold the Washington County Fair Board and Washington County harmless from any suit or claim for damage or injury sustained on the premises by any person, from any cause whatsoever during the period of use by the User and, if required, to furnish a policy of liability insurance for this purpose at the expense of the User.

It is understood that upon the binding agreement, between the User and the WCF, that any violation of the conditions as set forth in this agreement can result in forfeiture of the Event Deposit in its entirety and may result in the immediate cancellation or shutting down of the event.

By signing below, User accepts responsibility for all policies stated above.

Signature of User

Date

Print User Name

Signature of WCF Representative

Mailing Address, Street, City, State, Zip code

Chris Braun

Print Name of WCF Representative

Telephone

email Address

User Name

Event Date