

POLICY 005 – FACILITY RENTAL POLICY

All facilities at the Polk County Fairgrounds under the control of the Polk County Agricultural Society are available for rent for a variety of purposes. All persons wishing to rent a facility must provide the following:

- 1) Sign and abide by FORM 005 – PCAS Facility Rental Agreement
- 2) Copy of proof of insurance for event if requested
- 3) Deposit or payment in full, as stipulated by the Polk County Agricultural Society

FORM 005

PCAS Facility Rental Agreement

(All PCAS Building Rental Agreements are due 30 days prior to event. For additional information, please see POLICY 005 – FACILITY RENTAL POLICY. The PCAS reserves the right to refuse facility rental for any reason.)

Date of Event _____

Purpose of Rental _____

Facility Being Rented _____

Name of Renter _____

Renter Address _____

Renter Phone Number _____

Renter Email Address _____

Will alcohol be consumed? Yes/No

If yes, who will be providing the bar service? _____

Rental Rules and Regulations

- 1) The renter shall hold harmless the Polk County Agricultural Society from all liability for injury, death, or loss of or damage to any person or property that occurs during, or as a result of the use of the facilities by the renter, and shall indemnify the Polk County Agricultural Society for all expense it may incur as a result of claim or demand by anyone resulting from the use of any facility by the renter.
- 2) Renters that have obtained permission or a permit to consume alcohol on the premises must cease consumption at 12:30am. Renter shall pay charges for special security if such is deemed necessary by the Polk County Agricultural Society.
- 3) All renters must vacate the premises by 1:30am.
- 4) Renters, by signing of this contract, give their permission/consent to the entry anytime by law enforcement officials or Polk County Agricultural Society representatives.
- 5) The renter hereby agrees to pay for any and all damage, breakage, or theft that occurs as a result of negligence or misuse of the premises and its contents by the renter, including tables, chairs, kitchen equipment, and restrooms.
- 6) The renter shall not use the premises in violation of any federal or state law, city ordinance, or fire regulation.
- 7) The renter is required to dispose of all waste in the disposal provided on the east side of the Polk County Ag Hall building. All trash cans should be emptied, all kitchen areas should be wiped clean, and all chairs and tables should be put away.
- 8) Any renter violating these rules and regulations is subject to removal from the facility by the PCAS President.

Rental Fee Terms

- 1) A deposit of \$_____ is required to hold requested date or dates. This deposit will be returned upon inspection of the facility after the event if the facility is cleaned to the satisfaction of the Polk County Agricultural Society, and no damages are found.
- 2) All fees paid, including the deposit, are non-refundable if cancellation is within 30 days or less of the date of the rental.
- 3) The total fees for this rental are \$_____ deposit (due when contract is signed and returned to hold date or dates) plus \$_____ rental fee (due when keys are delivered).

Renter Signature _____

Date _____

If you have questions, please contact Jody Marak at 402.366.6719.

*Please return completed forms, payment, and proof of insurance (if requested) to Jody Marak:
12781 Q Road
Stromsburg, NE 68666*