

HOUSTON COUNTY FAIR  
BUILDING & GROUNDS  
USE APPLICATION



1. Organization Name \_\_\_\_\_

2. Contact Person \_\_\_\_\_

3. Address: \_\_\_\_\_

4. Telephone: \_\_\_\_\_

5. Dates and Times of Fairgrounds Use: \_\_\_\_\_

6. Use Needs (circle all that apply)

Building

Arena

Grounds

ALL

7. Reason for Use

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Any Special Needs

\_\_\_\_\_

9. Have you read the Fairgrounds Rules and Regulations? YES NO

10. Deposit Paid? Yes No Date Paid \_\_\_\_\_

11. Fees Paid? Yes No Date Paid \_\_\_\_\_

Signature of User: \_\_\_\_\_ Date \_\_\_\_\_

Fair Board Approval \_\_\_\_\_ Date \_\_\_\_\_

# HOUSTON COUNTY FAIR BUILDING AND GROUNDS

## FEES, RULES, AND REGULATIONS BASIC

- A. Use of Building (including bathrooms and concession area) Week Day/Night Event - \$50.00 per day. \$200.00 for weekend Day/Night. Non-Profits and Community groups rate is: \$50.00
- B. Use of Arena Day Event - \$300.00 per day + \$100.00 deposit. Fair Board will not be responsible for Arena maintenance during event.
- C. Use of Building and Arena Day Event - \$500.00 per day + \$200.00 deposit. Fair Board is not responsible for building maintenance during event.
- D. Damage and Cleaning Deposits - Deposits will be refunded after inspection by a fair Board Representative. Use fees will not be refunded at anytime or under my circumstances
- E. Concessions – The Houston County Fair would like first option all concessions sold at for profit events.
- F. Insurance – Must provide certificate of insurance with Houston County Fair named

### GENERAL RULES AND REGULATIONS

Use of the building and arena will be on a **FIRST PAID, FIRST SERVED.**

- A.** The Fair is not liable for personal or private property accidents, lost or stolen property, and/or the damage to privately owned property.
- B.** **The Deposits rendered for cleaning and damage are to be considered as incidental damage and cleaning coverage. Any damage to the Fairgrounds property and/or facilities, beyond the deposit coverage, will be the responsibility of the individual and/or organization to fully pay for the damage and/or cleaning. Replacement, cleaning and/or repair costs will be determined by the damaging party and the Fair Board together, with the Fair Board making the final determination of costs.**
- C.** To reserve any part of the Fairgrounds facility, the Fair Board requires all requests to be in writing and submitted prior to the Fair Board monthly meeting. Meetings are held the 1st Thursday of each month at the Fairgrounds in the Fair office.
- D.** All fees and deposits must be paid in advance of the event. No building and/or arena reservations will be final until an fees are paid.
- E.** Where applicable, the organization and or individual must supply proof of liability and/or event insurance prior to their using the Fairgrounds.
- F.** Anyone under the age of 18 requesting use of the Fairgrounds must be accompanied and supervised by an adult at all times while using any of the Fairground's facilities.
- G.** Where applicable, a Fair Board representative will be present at all events.
- H.** **IT IS THE APPLICANTS RESPONSIBILITY TO FULLY CLEAN THE FACILITY BEING USED AND REMOVE ALL TRASH AND GARBAGE FROM THE FAIRGROUNDS.**
- I.** Applicant is responsibly for arranging Port a Potties for out door use. The Fair board can assist with their preferred vendor if needed.