



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      Livestock Pavilion      Arena      Grounds      Entire Facility

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 \_\_\_\_\_

12. Building approved and deposit refunded      Initial of Renter \_\_\_\_\_

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

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

# HOUSTON COUNTY FAIR BUILDING AND GROUNDS FEES, RULES, AND REGULATIONS BASIC

- A. Use of Exhibit Building (including bathrooms and concession area) \$50.00 Week Day/Night \$200.00 for weekend Day/Night. Non-Profits and Community groups rate is: \$50.00 per day + \$100.00 Deposit (See Rules for more information)
- B. Use of Arena - \$500.00 per day + \$100.00 deposit (See Rules for more information). Fair Board will not be responsible for Arena maintenance during event.
- C. Use of Livestock Pavilion - \$500.00 Per day + \$100.00 Deposit (See Rules for more information)
- D. Use of Entire Facility - \$1000.00 per day + \$200.00 deposit (See Rules for more information) . Fair Board is not responsible for building maintenance during event.
- E. 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
- F. Concessions – The Houston County Fair would like first option all concessions sold at for profit events.
- G. Insurance – Must provide certificate of insurance with Houston County Fair named as insured

## 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. Houston County Fair must be named on the Cert of Insurance
- F.** Must be 18 and older to rent any part of the facility.
- G.** Houston County Fair Board retains the right to enter the facility at anytime.
- 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 responsible for arranging Port a Potties for out door use. The Fair board can assist with their preferred vendor if needed.