

LOUISA COUNTY FAIR YOUTH CENTER

Rental Agreement

FOR OFFICE USE ONLY

Louisa County Fair Association

Issued on: _____
 Issued by: _____
 Event Date/Time: _____
 Room Being Rented (circle): **Meeting Room** **Kitchen**
 Deposit Pd: Cash or Ck# _____ Date _____ Amount _____
 Rental Pd: Cash or Ck# _____ Date _____ Amount _____

The Louisa County Fair Youth Center building is owned and operated by the Louisa County Fair Association. This building was constructed for use during the Louisa County Fair. During other times of the year, it may be rented for private parties, meetings, gatherings, etc. The rental of the Youth Center and surrounding parking does not allow you access to any other building on the fairgrounds although you may inquire about renting them. Certain tents may be allowed. To inquire, please contact one of the fair board members listed on the bottom of the second page. You will be allowed to enter the building on:

(Date/s) _____ from _____ am/pm to _____ am/pm

Rental fees are as follows:	<u>Monday-Thursday</u>	<u>Friday-Sunday</u>
Deposit	\$250	\$250
Meeting Room Only	\$250/day	\$500/day
Kitchen	\$100/day	\$150/day

Bartender Fee (beverages served only from 5:30 p.m. to 11:30 p.m.): \$150

Any additional hour beyond the above listed times is **\$50/hour.

Meeting Room x _____ **Days =** _____
Kitchen x _____ **Days =** _____
Bartender x _____ **Days =** _____
Deposit _____

Total Fees= _____ **Initial here ()**

_____ **Podium** _____ **Sound System** _____ **Risers** (no additional fee for these items)

Below are the terms and conditions for rental of the Youth Center:

1. A \$250 deposit must also be paid at the time the date is set and the remaining balance must be paid when you pick up the key for the building. If the facilities are found damaged and/or inadequately cleaned, a fee may be deducted from the \$250 deposit. The facility will be inspected and upon the satisfaction of the staff, the \$250 deposit will be refunded to the renter.
2. Dates for reservation will not be guaranteed until a signed copy of this contract and a \$250 deposit for the facility is delivered to Ashley Milder at Louisa County Extension Office (319-523-2371). If the rental agreement is canceled more than 30 days before the scheduled event, the \$250 deposit will be refunded. Any cancellation within 30 days of the event will result in a **non-refundable** \$250 deposit.
3. Only table or free-standing decorations are allowed. **No ceiling or wall decorations. All pictures and mirrors must be left on the walls.** Decorations are the property of the renter and must be removed from

