

Dallas Area Fall Fair, Inc.  
 DBA: Luzerne County Fair  
 3605 SR 118 Dallas, Pa 18612 / PO Box 393 Dallas, Pa 18612

## Rental Application for use of Luzerne County Fairgrounds & Facilities

Name of Organization: \_\_\_\_\_ Phone#: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s) of event: \_\_\_\_\_ Approximate time of event: \_\_\_\_\_

Insurance certificate enclosed:  Insurance you must have Dallas Area Fall Fair, Inc. as additional insured.

**Due 30 days before event. NOTE:** you are responsible for all permits needed for your event if it deems necessary to have one.

Ambrose Building	40' x 180'		\$350 per day	\$ _____
Presidential Building	40' x 160'		\$350 per day	\$ _____
Portico	24' x 55'		Included w/above rentals	\$ _____
4-H & Horticulture Building	40' x 100'		\$150 per day	\$ _____
Arts & Craft Building	40' x 100'	Contact rental committee	Call for quote	\$ _____
Cattle Barn	60' x 120'		\$200 per day	\$ _____
Small Animal Barn	40' x 120'		\$200 per day	\$ _____
Main stage/Amphitheater		Contact rental committee	\$300 per day	\$ _____
Pavilion		Contact rental committee		\$ _____
Exhibitor Area			\$200 per day	\$ _____
Carnival Area		Permit required	\$200 per day	\$ _____
Upper parking lot		Included w/ Bldg./ Ground rental	\$250 per day	\$ _____
Arena & Horse Barn			\$250 per day	\$ _____
Arena & Horse Barn (4H Clubs ONLY)			\$150 per day	\$ _____
Lower Parking lot		Included w/Bldg./ Ground rental		
Insurance Rider (4H Clubs ONLY)			\$100 per day	\$ _____
Per Area Rental			\$150 per day	\$ _____
Electric Hookup		Per camper/trailer	\$25 per day	\$ _____
Fixed Fee		Includes utilities & dumpster	\$75 per day	\$ _____

**NOTE:** The Fair reserves the right to rent the grounds to more than one organization on any given day.

Exclusive use of the grounds (GROUNDS only NOT buildings)	\$600 per day	\$ _____
Subtotal		\$ _____
Minimum 50 % DEPOSIT required with application		\$ _____
Security deposit – due with application		<b>\$ 300.00</b>
Total amount enclosed with application (insurance too)		\$ _____
Balance due (due 2 weeks before event)		\$ _____

Rental rules and Regulations non next page (page 2) Applicant initial HERE: \_\_\_\_\_ Date: 20 \_\_\_\_\_

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**Rental rules and Regulations**

1. The security deposit must be submitted with a 50% deposit of fees at the time of application with the balance due two weeks prior to event.
2. Any organization using the facility is to provide a certificate of insurance naming Luzerne County Fair as additional insured, due 30 days prior to event.
3. Rental agreements are non-transferable. Sub-leasing is prohibited.
4. All activities by renter are restricted to the areas and buildings rented.
5. Parking is NOT available across SR118.
6. NO vehicles are permitted in any building.
7. **Portable restrooms and handwashing stations are the responsibility of the renter.**
8. The renter is responsible to pick up ALL trash, debris, etc. on the grounds and in the parking lot. All garbage is to be placed in the dumpster. All cardboard is to be flatten.
9. Outdoor lighting is available only when paid for in advance. All events end at dusk unless lighting is purchased.
10. The fair does NOT supply nor rent tables, chairs or tents.
11. The fair sound and communication equipment is NOT available.
12. Alcoholic beverages and weapons are not permitted on the fairgrounds.
13. The Fair Board prefers a “no dog” policy at the events. Renters and dog owners will assume liability and will clean up after the dogs.
14. The grounds will not be available for any event set-up until after 3 pm on Saturdays.
15. Renter is responsible for securing ALL licenses and permits which may be required by federal, state, and/or local governments.
16. Forfeiture of security deposit will occur as a result of damages caused due to the event and/or failure to follow rules. Renter will be held financially liable for all damages.
17. The fairgrounds are NOT available for rental two weeks prior to , during, or after the Luzerne County Fair held annually the Wednesday thru or Sunday following Labor Day.

**Arena and Horse Barn:**

18. Arena dust control is the responsibility of the renter.
19. **Arena must be raked after the event. Area must be cleanup and equipment (4H clubs) put away. Arrangements for the use of a tractor and operator must be approved in advance.**
20. Horses should ONLY be quartered in Horse Barn.
21. The Horse Barn, stalls, and fairgrounds must be cleaned of after each event of all hay and manure and disposed of in the manure pit area.

**INDEMNIFICATION**

The organization and its individual members and guests hereby indemnifies and holds harmless the Dallas Area Fall Fair, Inc. t/a Luzerne County Fair and its agents, volunteers, directors, officers and employees from and against all claims, damages, losses and expenses, including but not limited to attorney’s fees arising out of or resulting from the use of the facilities including claims, damages, losses, or expenses attributable to bodily injury, sickness, disease or death, or injury or destruction of tangible property, including the loss resulting there from.

I have read and understand the rules, regulations and indemnification and agree to abide by them.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_