

TULELAKE-BUTTE VALLEY FAIRGROUNDS FACILITIES USE APPLICATION

P.O. Box 866, Tulelake, CA 96134 * Phone: 530/667-5312 * Fax: 530/667-3944

Thank you for choosing our facilities for your event. We hope that your stay with us will prove mutually beneficial and rewarding. As we are not a tax-supported agency, our rates reflect our costs of operations. Please read this form carefully and complete it and return it to the fairgrounds office for approval.

Club or Individual:

Mailing Address for Contract:

Person to Sign Contract: _____ Contract Phone #: _____

Date of Event: _____ Description of Event: _____

Hours of Event: _____ to _____ Set up Date: _____ Set up Hours: _____ to _____ Estimated

Attendance: _____ Alcohol Sold? _____ Alcohol Served? _____ Date clean by: _____

Building(s) Requested: (below daily rates are doubled for commercial rental)

Home Economics Building, cost of heat used & garbage pickup fee will be additional

\$200 Main Hall & Floriculture Wing \$150 Main Hall Only \$50 Floriculture Wing Only \$50 Kitchen & Restrooms Only

\$100 Arts & Crafts Building, cost of heat used & garbage pickup fee will be additional

\$25 Food Concession or Carousel, garbage pickup fee will be additional

\$25 Restrooms, per building Grandstand area Main area Carnival area Livestock area

\$200 Commercial Building (includes use of concession kitchen and a restroom building; no heat available), **NO** glass beverages containers allowed; garbage pickup fee will be additional.

Other (Specify) _____ (rates available upon request)

Facilities Requested: (price included with above rental of building)

Regular Folding Chairs (up to 250 available) _____ Number requested

3' x 8' Banquet Tables (up to 44 available) _____ Number requested

Indoor Stage (in Home Ec Building & Commercial Building only)

Indoor Bar (in Home Ec Building & Commercial Building only)

Kitchen in Home Ec Building

100-cup Coffee Pot (1 available)

Coat Rack

Extra Facilities Requested: (charges may be added to above rental rates)

Gas Barbecue - \$5.00 use fee

P.A. set up in Home Ec Building

4' x 8' Lattice Panels (for indoor use only @ \$2.00 each) _____ Number requested

Porta-fan - \$25.00

Outdoor: Stage Picnic Tables Benches P.A. Lights (specify location)

Other (specify)

Keys Requested:

_____ Number of key sets. \$25 per set will be charged for keys not returned within 48 hours of event.

Insurance Requirements:

Only events with 100 or less attending where **NO FOOD AND/OR ALCOHOL** are being served or consumed will **NOT** be required to provide proof of insurance. Such events may include private social gatherings, lectures, religious or other meetings, camping groups not using buildings. All others must provide a certificate of insurance in the amount of \$1,000,000 which meets the criteria as specified in the contract. Insurance is available for purchase through the fairgrounds from California Fairs Service Authority.

Insurance not required

Providing own insurance certificate

Purchasing insurance through Fairgrounds (rate per day by attendance):

\$45 for 100 and under \$75 for 101-500 \$125 for 501-1,500 For over 1,500 ask for rate

**PLEASE READ AND COMPLETE REVERSE SIDE OF THIS FORM ALSO
PROCEDURES**

Building Rentals:

Quinceaneras will be held in the Commercial Building when available. Those held inside the Home Ec Building must receive individual prior approval by the Board of Directors. **NO** glass beverage containers will be allowed during the rental of the Commercial

