

# **Pine County Agricultural Society Event Center**

## **Rental Agreement**

This is a Rental Agreement between the Pine County Agricultural Society (Herein after known as PCAS) and -

\_\_\_\_\_ (Herein after known as CLIENT) for the use of the Pine County Agricultural Society Event Center.

### **Terms and Conditions**

#### **Reservations**

- The Pine County Agricultural Society Event Center Building is available from May 1<sup>st</sup> until the last weekend in September.
- Reservations must be made through the Pine County Agricultural Society Event Center Building Manager listed below.
  - Kevin Hinze
  - Phone: (612) 685-6572
  - Email: hinze001@umn.edu
- In order for an event to be guaranteed, PCAS must receive a deposit of at least fifty percent (50%) of the rental fee at the time this agreement is entered into. The remainder of any rental fee as well as a refundable \$500.00 security deposit is required (30) days prior to the event.

#### **Insurance**

- In order to use the facility, CLIENT shall take out, at their expense, and keep in force the during the event covered by the agreement, General Liability insurance coverage in the amount of \$1,000,000.00 per occurrence with PCAS as additional insured on the policy. A copy of insurance coverage must be provided at least (10) days prior to the event.

#### **Facilities**

- PCAS provides a 70' x 80' "open air" building, including a 36' bar, and 14' x 16' stage. There is no heat or air conditioning available. Tables, chairs or other furniture are not provided. Picnic tables may be available upon request.
- Walk-in cooler is available for use. CLIENT should notify PCAS prior to your event if it will be needed to ensure that it is turned on and ready.
- Restrooms are located inside the building. CLIENT will supply toilet paper and hand soap for each restroom. Additional restrooms are available for use at no extra cost.
- Parking is available on the East and West sides of the building. CLIENT is responsible to ensure parking is organized and vehicles do not block roadways or other building entrances.
- Garbage receptacles will be provided, however; CLIENT is responsible to maintain and empty all bathroom containers and placing all containers outside after the event.

#### **Food**

- There is no food preparation facility or appliances in the building. All food must be prepared by, brought to the premises and served by the CLIENT, or a caterer that is designated by the CLIENT.
- Grills, smokers, fryers etc..., used for food preparation must be used outside the building in a safe location.

#### **Decorations**

- Decorations may not be fastened to the walls with thumb tacks, nails or staples. Pushpins may be used on non-finished wood surfaces. Masking tape, or painters tape are permitted on all other surfaces. No duct tape.
- Candles must be enclosed in a glass or non-flammable holder.

#### **Rental Rates**

- Daily rates are based on a (24) hour period, starting at 8:00 AM.

- **Weddings:**
  - 1 Weekend Day = \$1250.00
  - Includes the day prior to the scheduled event and the day after until noon for clean up.
- **Reunions, Graduations, Birthdays, etc.....**
  - 1 Weekend Day = \$750.00
  - Includes the day prior to the scheduled event and the day after until noon for clean up.

**Clean up**

- Clean-up is the CLIENT’s responsibility. Any CLIENT leaving excessive trash in building, restrooms, and/or on the outside grounds will be subject to additional charges. All or a portion of the security deposit will be withheld if the Facility is not adequately cleaned, or if damage occurs.
- Restroom fixtures and toilets must be cleaned, and garbage cans emptied.
- All decorations, tape, and other signage in, on or outside the building must be removed.

**Other Policies**

- No smoking allowed inside the building, restrooms, or cooler.
- PCAS is not responsible for any items left in the Facility before, during, or after the event.

**Cancellation Policy**

- CLIENT must provide a dated, written request for cancelation. Cancelation 60 days prior to the event will result in (one-half) 50% of the initial deposit nonrefundable.
- No refunds will be made when the event is cancelled by PCAS due to CLIENT’s noncompliance with terms and conditions

**Indemnification**

User agrees to defend, indemnify and hold harmless Pine County Agricultural Society from and against any and all claims, demands, causes of action, or liabilities incurred by PCAS Event Center, arising from CLIENT’s acts or omissions under this agreement or any act or omission of CLIENT’s vendors or persons attending the event with the express or implied permission or invitation of CLIENT.

Pine County Agricultural Society will not be held responsible for any losses, damage or injuries. This refers to any loss, damage, or injury to persons or possessions that may occur at any function held on this property, from any cause whatsoever, prior to, during, or subsequent to the period covered by this contract. CLIENT will be responsible for the control and supervision of the people in attendance during the use of the facility to ensure no harm is done to persons or property.

CLIENT agrees to abide by this Agreement and acknowledge having received a copy thereof. CLIENT will be held financially responsible for any damage to the Facility or property which occurs through the CLIENT’s event at the Facility.

**Additional Terms or Deviations:** \_\_\_\_\_  
 \_\_\_\_\_

*By signing below, User acknowledges that he/she has read and agrees to all above terms and conditions.*

**CLIENT**

**PINE COUNTY AGRUCULTURAL SOCIETY**

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

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

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

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