



Boone County Agricultural Association
 1601 Industrial Park Road, Boone, Iowa 50036
 Phone: 515-432-5899
 Web: boonecountyfairia.com
 E-mail: boonecountyfairgrounds@gmail.com
 Fair Manager: Ashley Fitzgerald

Boone County Fairgrounds – Lease Agreement

The following agreement has been made by and between the **BOONE COUNTY AGRICULTURAL ASSOCIATION** of Boone, Iowa (hereafter known as fairgrounds).

Name of Renter _____ Address _____
 Phone _____ Email _____

1. **Lease:** The Renter leases from the Fairgrounds the following property: starting at 9:00 am for the following date(s)

2. **Rental:** The renter shall pay \$ for rental of the leased property. A deposit of **\$100.00** is required with the signing of this lease. The balance of rent is due at the time of occupancy (when you pick the key up.) If you need to cancel due to the weather, we will refund all of your money. **THERE IS NO SMOKING ALLOWED INSIDE ANY OF THE BUILDINGS.** There is an AED machine located in the Community Building. If you would like to have access to it, please request a key for this building. If additional garbage pick up is required, these charges will be billed to you separately.

3. **Security Deposit:** The renter will deposit the sum of **\$500** (can be a separate check) as security for the faithful performance by the renter of this property. If the premises and/or property is left in the condition agreed upon, and the attached rules are followed, the deposit will be returned. A checklist will be provided to you as to the expectations. If kitchen is used: empty and clean all appliances (refrigerator, freezer, oven, and microwave). Clean all surfaces including counter tops, sinks, etc. Sweep floor and mop if needed. If the property is not satisfactory, it will be cleaned or repaired and the balance of the deposit kept by the Fair board.

4. **Clean Up:** The renter will be responsible for cleaning all spaces utilized following the event. This includes: sweeping the building (including restrooms & hallways), mopping if any spills were made, and trash emptied to the dumpster, all signage must be removed (including nails, tape etc. if used). If any large messes were made in the restroom, those must be cleaned up as well. All cleaning supplies will be provided. All garbage must be placed **in** the dumpster. All manure must be placed in the designated manure pit.

5. **Return:** Upon the termination of this lease, the Lessee shall return the leased property to the Boone County Fairgrounds, Boone, Iowa, in as good as condition as the property existed at the time the Lessee obtained possession (reasonable wear and tear expected as determined by the Lesser). Tables and chairs should be returned to the location in which they came from.

6. **Notification of Damages:** Renter shall immediately notify fairgrounds as to any damages to the leased property.

7. **Insurance:** Renter will provide to Fairgrounds a Certificate of liability Insurance listing the Fairgrounds as additional insured for the date of the rental. The rate must be no less than \$500,000. We must have this on file before your event.

8. **Food/Alcohol Sales:** All alcohol must be purchased through the Fair Office (alcohol rules & request form due to the office one month prior to your event). The renter cannot bring in their own alcoholic beverages. The fair board has no restrictions on food caterers.

9. **Key Pick Up/Return** Fair Office hours are Monday & Tuesday from 8:00am – 3:00 pm & Thursdays from 1:00pm – 7:00pm. Keys must be picked up and returned during those hours. If keys are not returned within three days from your rental date, the board will keep \$100 of your security deposit for each day late.

Fair Board _____ Date _____

Renter _____ Date _____



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Boone County Fairgrounds – Alcohol Request Form
(This form is due to the fair office, one month prior to your event!)

Name of Renter _____ Phone _____

Date of Rental _____ Facility Rented _____

Alcohol Service Request:

- ___ No alcohol at our event
- ___ Open bar (no servers required), alcohol provided by the Boone Co. Ag Association
- ___ Cash Bar (servers required)
- ___ Combination (some "free items" provided to guests, and some cash bar, **servers required**)

Bar Hours

Start Time _____ End Time _____

Server Information

Server fee is \$100 (plus tips) for 2 servers. Additional hours are \$10/hour/server. Servers will arrive early to set up the bar area (all alcohol will be served out of the kitchen). Servers will **ONLY** serve items purchased from the fair office. (ie: we will not serve water, pop, etc. unless you buy it from us). Servers will lock up alcohol at the end of the night, and clean up the bar area, and bar area **ONLY**. Renter is still responsible for cleaning up & locking up all other areas of the building.

Pricing Information:

Standard Beer type (Bud Light, Budweiser, Busch Light, Miller Light & Coors Light) prices are as follows:
 Cash Bar \$3.00 / can Hosted Bar \$1.50 / can \$230 / Keg

Standard Other Malt Beverages (Palm Breeze, Reds, Angry Orchard, White Claw, Mikes & Rita's) prices are as follows:
 Cash Bar \$4.00 / can Hosted Bar \$2.00 / can

Standard Wine
 Cash Bar \$3.00 / glass Hosted Bar \$12.00 / bottle (serves 5-6 glasses)

***Additional beer/wine/malt beverage brands may be available upon request. Pricing will vary.

Alcohol Product Request:

Beer Type _____ Keg (serves approx. 164 12 oz cups) _____ Cases (24 12oz. cans/case) _____

Beer Type _____ Keg (serves approx. 164 12 oz cups) _____ Cases (24 12oz. cans/case) _____

Beer Type _____ Keg (serves approx. 164 12 oz cups) _____ Cases (24 12oz. cans/case) _____

Other Malt Beverage Type _____ Number of Cases _____

Other Malt Beverage Type _____ Number of Cases _____

Wine Type _____ Number of Bottles _____

Wine Type _____ Number of Bottles _____

Hard Liquor (Our license does not cover hard liquor; therefore, we cannot purchase it, and it is not allowed on the property)

Rules regarding Alcohol at the Boone County Fairgrounds

1. Alcohol cannot be served any later than 1:00 am, NO EXCEPTIONS!
2. Hosted bar items purchased must be paid for in full prior to your event. No returns & no refunds. (Unopened cases of beer or other malt beverages purchased through the hosted bar can be taken home by the purchaser.)
3. No alcohol purchased from the Ag Association will be allowed to leave the gated area of the fairgrounds.
4. Renters are NOT be allowed to bring in any other alcohol. (If you bring in any alcohol you will forfeit your entire \$500 security deposit & may incur other fines.)
5. If renter is utilizing an open bar option, they are responsible for making sure no alcohol is provided to minors.
6. Our bartenders have final say on serving of alcohol. Any arguments will be handled by the police.
7. WE I.D. and if anyone provides liquor or beer to a minor we will call the police and those involved will be asked to leave immediately. Please keep; in mind that violations of the above rules can result in cancellation of your event!

I the undersigned understand and agree to follow the rules put forth by the Boone County Fair Board. I also understand that failure to follow these rules will result in forfeiting my entire \$500.00 security deposit!

Renter

Date