



Klamath County Fairgrounds/Event Center

3531 South 6th Street
Klamath Falls, Oregon 97603
(541) 883-3796

— A message from the Manager:

Thank you for your interest in our facilities. After some extra time to review our company's infrastructure and finances, I, along with the Fair Board, have made some changes to the contract.

While most of it is the same, we want to make sure you are **reading what you are agreeing to**. In the past, there have been many events that have been given discounts based off of their event type and contribution to the community. The discounts given in 2019 totaled over \$300,000. It was wonderful to be able to give back to our community and the events held here.

Unfortunately, we are in a different situation now. After being shut down due to Covid-19 and the Governors orders, we were not able to host 90% of our events for a year. Since we are not general fund and our income is not guaranteed, we are going to have to be a little more reserved with the discounts we are able to give in order to continue functioning as a business.

Unless recently discussed and agreed upon, all events will be contracted to pay rate sheet prices. If you would like to come in or call and discuss your event details and the community contribution of your event with me to reach a negotiation of contract, you are more than welcome to do so.

I personally want to thank all of our renters for their continued support. It is vital to the continuation of not only the Fairgrounds/Event Center but also being able to host and continually improve the Annual County Fair. We will all get through this together and come back stronger!

Sincerely,

Derrick Rowley

Derrick Rowley
Fairgrounds/Event Center Manager



KLAMATH COUNTY FAIRGROUNDS/EVENT CENTER

3531 SOUTH 6TH STREET
KLAMATH FALLS, OR 97603
PHONE: 541-883-3796 FAX: 541-883-3798
Email: tnoble@klamathcounty.org

RENTAL AGREEMENT

Renter Name on behalf of **Entity**
City, State, Zip
Telephone
Email

Contract will be sent out digitally when applicable. If you prefer to use a different method such as email, fax, or mail, please contact tnoble@klamathcounty.org or 541-851-2113 to request this accommodation.

Renter Name on behalf of **Entity** hereafter known as the **RENTER** and the **Klamath County Fair Board** hereafter known as the **BOARD** agree to the following terms and conditions herein on **September 16, 2022.**

SCOPE OF RENTAL REGARDING:

The BOARD agrees to rent to the RENTER the following described facilities and/or property located at the Klamath County Fairgrounds/Event Center, 3531 South Sixth Street, Klamath Falls, OR 97603, to-wit:

Event Name: Event Name

Event Type: Event Type

Facilities to be Used: Facilities

Cost: Cost

Security Requirement: Deposit Amount

Contract Due By: **Insurance Due By:**

OLCC Alcohol Permit or Alcohol Application Due By:

Deposit Amount: Set Up Date **Deposit Due By:**

Set Up Day(s):Event Date(s) **Event Day(s):** Tear Down Date **Tear Down Day(s):** Other Stipulations

Other Stipulations: Address

Article I. **CONTRACTING** _____ Initials of Agreement to the Following

a. DOCUMENT EXECUTION

The RENTER agrees to provide the BOARD, sixty (60) days in advance of the scheduled event, a fully executed copy of this Agreement by the responsible party. If the fully executed Agreement is not received within this time period, the Agreement shall become null and void. The only exception to this requirement is if an event is scheduled or booked within less than thirty days of the event. In which case, the Agreement shall be due in the Fairgrounds/Event Center office no later than seven business days prior to the scheduled date of the event. RENTER must also provide BOARD, ten (10) days in advance, any diagrams, floorplans, and/or power requirements necessary for the set-up of event that will need to be done by Fairgrounds/Event Center Staff.

b. SUBLEASING

This AGREEMENT is personal to the RENTER. It may not be assigned, sublet or seized by attachment or execution or in any manner transferred to any other person, firm or entity, either voluntarily or involuntarily or by operation of law or otherwise.

c. OCCUPANCY

The BOARD reserves the right to enforce Fire Marshal occupancy standards and to make reasonable occupancy modifications (depending on set up) for the use and occupancy of the Klamath County Fairgrounds/Event Center and the facilities covered by this AGREEMENT and the RENTER agrees for himself, his agents, employees, guests and business invitee to abide by all such rules promptly upon notice thereof.

d. SECURITY

The RENTER agrees to provide all security deemed necessary by the BOARD as stated in the Scope of Rental for the event covered by this AGREEMENT. The BOARD shall reserve the right to approve or disapprove the security provided by the RENTER. All security provided will be paid for by the RENTER.

e. LEGAL

In the event suit or action is instituted to enforce any of the terms of this Contract, each party shall be responsible for its own attorney fees, costs and related expenses.

f. COPYRIGHT

Entertainers at Klamath County Fairgrounds/Event Center shall be solely responsible for the payment of any and all royalty fees payable as a result of the performance of any copyrighted music or matters performed pursuant to the copyright laws of the United States and will hold harmless and indemnify Klamath County, Fair Board and its employees from any claims therefrom. The terms of this Agreement contained herein are contractual, and not a mere recital. This Agreement shall be binding upon the parties to this Agreement and upon their heirs, administrators, representatives, executors and assigns. RENTER represents and warrants that he has not transferred to any person or entity any rights, causes of action or claims released in this Agreement.

g. MANAGEMENT

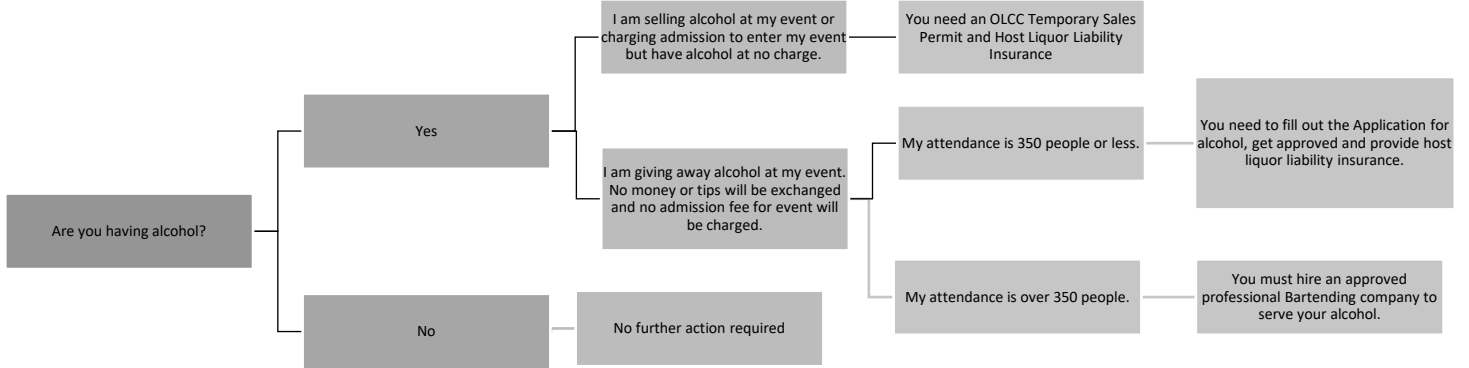
A person in charge of the event must be in attendance at all times during the event and all guests must remain in the vicinity of the building/area rented and are not allowed to roam the Fairgrounds/Event Center or enter other buildings not indicated on the Rental Agreement during event hours.

h. OVERTIME

Overtime Charges begin at 9:00PM PST at current Rate Sheet Prices. Unless otherwise specified, all events must end and all guests must be cleared of all buildings and property by 2:00AM PST. RENTER will be fined \$2,000.00 for every additional hour facilities have any remaining occupants and Law Enforcement will be contacted if applicable.

i. ALCOHOL

Alcohol is not allowed on any portion of the Fairgrounds/Event Center unless consent has been given by the Klamath County Fairgrounds/Event Center and OLCC. There shall be no alcohol served to individuals under the age of 21. No beverages of any kind are to be served in glass bottles. No exceptions.



j. POLITICAL

- i. RENTER is **not** under any obligation to allow entrance to political (defined as relating to the government or the public affairs of a country) individual, parties, or groups. However, in the occurrence that any political individual, parties, or groups are allowed admittance, Renter must let all political individual, parties, or groups into the event. Renter cannot discriminate based on personal, religious, political, or any other view you, or your group may personally hold.
- ii. In the event that an individual or Group (Limit of 5 per group) is requesting to gather signatures, petition, or protest any cause, renter is required to inform them that they have a designated area to do so and that area is to be designated by fairgrounds administration.

k. INFORMATION COLLECTION

Event Survey will be sent following your event. It is due 30 days after you have received it. If not received by the BOARD within 90 days fine of \$50.00 will be assessed. Failure to return this survey will diminish continued rental status.

l. FORCE MAJEURE

Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

Article II. FACILITY _____ Initials of Agreement to the Following

a. STATE OF FACILITIES

The RENTER accepts the facilities and property hereby rented in the condition existing as of the first day of occupancy. In the case that an issue is discovered, RENTER must notify Fairgrounds/Event Center employee immediately and Fairgrounds/Event Center Employee will fill out the appropriate form which will be signed by employee and RENTER. The BOARD makes no representations as to condition or quality of any of the facilities or equipment covered by this AGREEMENT. The RENTER agrees to be responsible for the care and condition of the facilities and the property covered by this AGREEMENT while in RENTER'S custody and shall return it to the

BOARD in as good condition as when received, less reasonable wear and tear. A person in charge will assure that all garbage is placed in containers provided for the event. Any additional clean-up required after the event will be billed to RENTER at a rate of \$50.00 per hour per employee. **Never move or remove** any stake, pole, panel, pen or tension strap from where the installation crew has placed it. This can cause serious problems with structural integrity or damage to equipment. **If you have any questions about this important safety issue, please contact us at (541) 281-7879 or (541) 274-0086.**

b. MAINTENANCE

Fairgrounds/Event Center personnel will maintain trash and restrooms when applicable to the best of their abilities. Large scale events may be advised to provide trash attendants if staff is not able to provide ample service. At the minimum, Fairgrounds/Event Center Staff will clean and stock restrooms, remove trash, and sweep when needed each night between multiple day events. If event runs past the 9pm hour, staff time to do the bare minimum maintenance will be billed to the renter at rate sheet prices as overtime.

Maintenance staff are not your event employees. They shall not be used as security, ushers, announcers, ticket takers, or other event personnel. Renter is responsible for providing their own staff personnel.

Renters shall submit floor/area plans to Fairgrounds-Event Center Management at least ten (10) days in advance of the Event if set-up is required by the Fairgrounds-Event Center employees. The plan should include decorations, dimensions of all aisles, booths, table and chair locations, parking areas, loading and unloading areas, etc. Fairgrounds-Event Center Management will work with each Event Holder Renter on specific needs and requirements to ensure compliance with fire safety standards and Facility requirements.

c. ACCESS

The RENTER shall have access through the Klamath County Fairgrounds/Event Center to the facilities covered by this AGREEMENT during the period of this AGREEMENT. Permission for access to and occupancy of the facilities rented shall extend to the RENTER'S business invitee, guests, employees and agents. Should the facility that is covered by this AGREEMENT be one that vehicle travel is allowed to drive into for unloading and loading, i.e.: Indoor Arena, Livestock Barns and /or Event Center, the RENTER agrees to enforce that there be no vehicle access in or out of the facility rented by the above named RENTER, by the RENTER'S membership (should it be a member organization), or by the RENTER'S vendors, business invitee, guests, employees, and/or agents, while the event is open to the general public and the general public is present in the said facility. Any vehicle travel shall have to be done before or after the general public's presence. No vehicles with studs or traction devices are allowed in the buildings. All vehicles entering buildings must be free of any fluid leaks or any damages that could affect building. Fairgrounds/Event Center staff, management and employees responsible for management and maintenance of the facilities shall have the right to access the facilities at any time during any event.

d. DAMAGES

- i. The user assumes responsibility for damage to the rented building and/or area and its amenities during the time of usage, including any time rented for set-up and breakdown. Any property damaged beyond normal wear and tear may be replaced or repaired at the option of Klamath County Fairgrounds/Event Center at the user's expense. The Klamath County Event Center manager has the exclusive right to choose how the repairs will be made. Liability will be the actual repair or replacement cost and will not be limited to the security deposit specified as a damage and cleaning deposit.
- ii. If decorations are used, only painter's tape (low adhesive) can be used on any surfaces. No holes may be made in the fairgrounds' property. Remove all decorations and attachments. The Fairgrounds/Event Center will not provide ladders or step ladders to the events. If decorations need to be hung any higher than standing level, renter shall bring their own ladder or step ladder. DO NOT stand on chairs to hang decorations.
- iii. No alterations can be made to the buildings or grounds without the express permission of Klamath County Fairgrounds/Event Center management. This includes, but is not limited to, installation of equipment, installation of wiring, cable or other devices, or any alteration of the building.
- iv. Food and beverages may not be in the *carpeted areas* of Linman Hall unless they are being transported from a Meeting Room that is being used to serve food and/or beverages from. All other food and beverages must remain within the Main Exhibit Hall. Damages or stains to the carpet will result in additional cleaning fees set forth by management.

e. **SMOKING**

Smoking on county property, including the Fairgrounds/Event Center, is prohibited. No person shall smoke or carry any lighted smoking instrument, any cigar, cigarette, pipe, electronic cigarette or marijuana on any county property.

f. **SAFETY**

A person in charge will not allow anyone to interfere with the fire alarm system. If the fire alarm sounds, a person in charge will instruct all guests to evacuate to a safe distance outside the building until such time as the Fire Department allows re-entry.

- i. All vehicles must be parked in designated parking areas. No vehicles are to be parked in the Fire Lanes surrounding the buildings.
- ii. The Exit Doors must be unlocked and cannot be blocked during the event.
- iii. In the case of an accident or emergency, Renter agrees to cooperate with Fairgrounds-Event Center Management in the formulation of an action plan and response to media inquiries. All accidents, occurrences and incidents must be reported to Klamath County Fairgrounds-Event Center Management as soon as possible, but not later than the next business day. Reports must include:
 1. Name, address and telephone number of the injured person or persons.
 2. Name, address and telephone number of any witnesses.
 3. A description of the accident (how, when, and where it happened).
 4. A description of the extent of bodily injury or property damage.

Klamath County Fairgrounds-Event Center Management has the right to require medical personnel, based on the type of event, and Renter will be notified of such requirement prior to the event.
- iv. All fire regulations in the Uniform Fire Code (UFC) as amended and approved by the local jurisdiction shall be strictly observed. The UFC regulates the placement of tables and chairs, decorations, dimensions of all aisles and exits, etc. Fairgrounds-Event Center Management will work with Renter to ensure compliance with the UFC. However, Renter is ultimately responsible for compliance.
- v. Food service in all Facilities shall meet the general health standards of the Klamath County Health Department. When an Event involves a temporary food service operation or food demonstration, Renter is responsible for informing such exhibitors or food service operators that a permit from the Klamath County Health Department is required. Food service provider shall contact Klamath County Health Department at 541-882-8846 or, Toll Free at 800-378-4127, 3314 Vandenberg Road, Klamath Falls, Oregon 97603, at least thirty (30) days prior to the scheduled event.

g. **AMERICANS WITH DISABILITIES ACT**

The BOARD wishes to make its facilities reasonably accessible by persons with disabilities as required by Title III (Public Accommodations and Services Operated by Private Entities) of the Americans with Disabilities Act. The RENTER will be responsible for making all auxiliary aides and services available to participants who indicate they have a special need for their participation in the Event's functions. Should the RENTER require the BOARD to provide any auxiliary aids or services, please notify the BOARD in writing at least one (1) month prior to the Event date. The BOARD will provide any aids or services that it has available. The RENTER shall pay for any extraordinary costs, determined by the BOARD, for such auxiliary aids unless otherwise agreed upon by both the RENTER and the BOARD.

h. **ADVERTISING AND MARKETING**

Renters shall not hang signs, bunting or other advertising materials anywhere on the premises of the facilities without prior approval of the Klamath County Fairgrounds-Event Center Management. The Fairgrounds-Event Center does recognize the need for Renters to display sponsor advertising; therefore, advertising materials and locations will be determined on an event-by-event basis. The Klamath County Event Center has developed a new logo. If the event is

utilizing the Logo, please contact the Event Center/Fairground's Office for proper color and size definitions. All references to "fairgrounds" should be edited to state "Event Center."

Klamath County Fairgrounds-Event Center employees shall not be responsible for event promotion and marketing. The Fairgrounds-Event Center office telephone number, as well as any Klamath County Fairgrounds-Event Center telephone number shall not be published or placed on any promotional material for any event or otherwise published in connection with an event unless prior approval has been obtained via the Klamath County Fairgrounds-Event Center management. The Klamath County Fairgrounds-Event Center logo may not be used on any promotional material without the prior written approval of Klamath County Fairgrounds-Event Center Management.

Weekly events are listed on the static reader board at no additional charge. In the event that there are too many to list, events will be listed based off of Rental Income. If renter desires to have details of their event, or available information links, placed on the Fairgrounds-Event Center Public Event Calendar, information must be submitted to the Business Office Event Coordinator.

i. ANIMALS

Renters utilizing a Klamath County Fairgrounds-Event Center facility for any activity in which animals are used or exhibited shall comply fully with all applicable government agency statutes, laws, ordinances, rules, regulations, including those applicable with the humane care and treatment of animals. Renter assumes the full responsibility of complying with all applicable ordinances, laws, rules, regulations, and/or orders as they relate to the needs and rights of the animals, which are under the Renters care and control.

j. STALLS

Overnight stalls are available for Renter to rent out to the patrons of their events. Renters will be responsible for managing stall rentals and collecting fees. Stall fees will be charged to renter as stated in scope of rental. Renter reserves the right to set fee charged to their patrons.

k. RV SPOTS

RV Spots are available to events first. If the Renter wants full exclusivity to the RV Lot, The Klamath County Fairgrounds-Event Center will not act as RV Superintendent. Renter is responsible for RV reservations and payment collection. A final count of spaces will be completed and the number will be reflected on the final event billing. Fees will be charged to renter as stated in scope of rental. Renter reserves the right to set fee charged to their patrons.

l. CLEANING GUIDELINES

Buildings and areas are to be left in the condition they were received. Any time spent by FG/EC staff returning the building or area to the way it was rented will be billed to the renter at the rate sheet price.

TRASH- All garbage must be placed in the provided cans. If there is more trash than space in cans, you must tie a bag put it outside one of the side doors and put a new bag in the can from the handle.

TABLES AND CHAIRS- Tables and chairs are to be returned to the racks the way they were received. Tables should be placed on the appropriate racks, flat side down based off of size and should not be stacked more than 25 high and be in line with the others and not crooked or off balance

RESTROOMS- You are not required to clean the toilets. However, all trash should be placed in the provided receptacle and any large messes should be cleaned up to avoid any additional charges.

KITCHEN- Kitchen is to be returned in the condition it was received including all appliances, shelves, counter tops, refrigerators and freezers. If you used it, you must clean it. If dishwasher is to be used in the Hancock Arena Concessions, renter must request it in advance to allow proper training to person using it otherwise, it will not be available.

FLOORS- All trash and anything of substance must be removed from the floors. Renter does not need to mop, FG/EC staff will do that. If there are items stuck to the floor such as tape, gum, or other items that cannot be removed with the machine, a fee will be charged to the renter for removal.

m. DELIVERIES

If deliveries to the Fairgrounds/Event Center Office are unavoidable, the Renter must make prior arrangements with the Office Staff. All deliveries must be received and picked up during regular Business Office hours. If package is not picked up before the weekend, it is up to renter to make arrangements on the next business day.

n. KEYS

There will be no keys, padlocks, and other property belonging to the Klamath County Fairgrounds-Event Center, given to the Event User without prior approval from Management. Such property shall then be returned to Management within 24 hours after the close of the event. In the event that a key is lost, a \$2,000.00 re-keying fee may be imposed/charged.

o. EQUIPMENT

Renter shall not operate, or allow any other vendors, business invitee, guests, employees, and/or agents, any motorized Fairgrounds-Event Center-owned equipment without prior approval of management. If equipment is needed, fees will apply. Upon approval, prior to operation, operator must sign a release and receive a tutorial on operation from Management or another Employee.

Article III. INSURANCE _____ Initials of Agreement to the Following

a. INDEMNITY

The RENTER agrees to defend, indemnify and save Klamath County, its employees, agent or any others affiliated with Klamath County Fairgrounds/Event Center harmless from any and all losses, claims, action, costs, expenses, judgments, subrogation or other damages resulting from injury to any person (including injury resulting in death) or damage (including loss or destruction) to property, arising or resulting from the fault, negligence, wrongful act or wrongful omission of the RENTER and all Coordinators, Employees, Volunteers, Competitors, and Spectators and their belongings. This indemnity does not apply to claims, suits or actions arising solely out of the negligent acts or omissions of Klamath County, Klamath County Fair Board or its employees, officers or volunteers.

b. POLICY REQUIREMENTS

i. The RENTER shall obtain, at RENTER’s expense, and keep in effect during the full term, as defined under the “scope of rental”, of this AGREEMENT (including set up and tear down days), insurance providing coverage for bodily injury and property damage which may arise out of the operations of the RENTER or their subcontractors, employees, agents, assigns or for anyone whose acts any of them may be liable. Such insurance shall have coverage limits equal to or greater than the minimum limits set forth herein., on a “per occurrence” form. This policy must be under the same name as the one provided on this AGREEMENT. An **Accord 25-S certificate** of insurance evidencing the existence of all insurance coverage(s) required by this contract prior to the commencement of any rental.

General Liability
Each Occurrence \$1,000,000
Aggregate \$2,000,000

ii. Such insurance shall be primary and not excess to, or contributory with any insurance coverage provided by Klamath County. RENTER’S insurance shall be endorsed to provide project specific aggregate limits with respect to project covered by this AGREEMENT.

iii. RENTER shall endorse the to include **Klamath County, Klamath County Fair Board and employees or officers as an “additional insured”** and a copy of this endorsement shall accompany each certificate. The additional insurance endorsement shall be **CG2010\1985 edition** or its equivalent.

iv. There shall be no cancellation, changes, reduction of limits or intent not to renew the insurance coverage(s) without 30 days’ written notice from the RENTER or its insurer(s) to the BOARD.

Option for Event Insurance: www.theeventhelper.com/#onb7eU

Article IV. FINANCIAL OBLIGATION _____ Initials of Agreement to the Following

a. **FEES**

The RENTER agrees to pay rent to the BOARD for the use of the above listed facilities and/or property as well as all sums due for utilities, additional facilities and/or property **used but not listed above and in accordance with Attachment A “Rate Sheet” hereto and by this reference made a part hereof.** Said payment shall be made in the usual course of business after RENTER receives the BOARD'S statement.

b. **OVERTIME**

The RENTER further agrees to pay overtime charges for each employee required to remain on duty during an evening event. All events are required to have at least one employee present at all times while occupying the facilities. All persons shall be removed from the Fairgrounds/Event Center facilities and property by 2:00AM PST, unless otherwise approved by FAIRGROUNDS/EVENT CENTER MANAGER. The employee's time will end one-half hour after the event closes to allow for the checking and closing of the facility.

9:00PM PST –2:00AM PST	Anything Past 2:00AM PST
\$70.00/Hour per Employee	\$2,000/hour (Law Enforcement contacted if necessary)

c. **PAYMENTS**

- i. A booking fee of \$100.00 will be required at the time of booking to save a date and receive a contract. Booking fee will be applied to final invoice. If event is cancelled, \$100.00 booking fee is non-refundable.
- ii. RENTER must pay deposit amount specified in the scope of rental 30 days prior to event date. Deposits will be based on rental history and estimation of event needs.
- iii. All post event contractual payments are due 30 days from the bill issue date. If payment is not received by the due date, a 1.5% finance charge will be assessed. If the bill becomes 60 days overdue, a second finance charge will be applied and legal action may be taken to collect the funds. If RENTER has more than one date, or a series of dates, each date must be paid prior to the next one taking place. In extreme cases, a payment plan may be arranged at the terms and at the discretion of the Fairgrounds/Event Center Manager and/or the Fair Board; however, arrangements must be made within the 30 days of the bill creation date.

d. **CANCELLATION**

Should RENTER cancel event, following payment scale will apply on monies due to the fairgrounds. Booking fees, Deposits or pre-payments already made are nonrefundable however may be transferable to another date if it is within 365 days of the original event date.

60 days or More prior to event date	30-60 days prior to event date	30 days or less prior to event date
No Charge	50% of Final bill	100% of Final Bill

Article V. ACCEPTANCE _____ Initials of Agreement to the Following

The terms of this Agreement contained herein are contractual, and not a mere recital. This Agreement shall be binding upon the parties to this Agreement and upon their heirs, administrators, representatives, executors and assigns. RENTER represents and warrants that he has not transferred to any person or entity any rights, causes of action or claims released in this Agreement.

Please indicate your acceptance and approval of the terms of this contract by signing and returning. Should we not receive your signed contract 60 days prior to your event date, all facilities being held tentatively will be cancelled. If BOARD receives an offer for this space from another group prior to the deadline date, a signed copy of this contract and deposit is required within 24 hours of notification to RENTER. The Klamath County Fair Board and Staff appreciate your business and look forward to the opportunity of serving you and your guests. Please be assured of our complete cooperation in every way to ensure the success of your event.

Klamath County Fair Board and **Renter Name** on behalf of **Entity** have agreed to and have executed this agreement by their authorized representatives as of the dates indicated below.

Approved by the **Klamath County Fair Board** and authorize the **Fair Manager** to sign.

Name: Derrick Rowley, Manager

Signature: _____ Date: _____

Approved and authorized by **Entity**

Name: Renter Name

Signature: _____ Date: _____

Drivers Lic. Or Fed ID # _____



KLAMATH COUNTY FAIRGROUNDS /EVENT CENTER

Attachment A to Rental Agreement

RATE SHEET AS OF April 11th 2022

Event Center (includes arena, lights, office, and heat)	\$ 1,700.00	per day
Scheduled Set-Up or Tear-down day	\$ 850.00	per day
Deck Only	\$ 850.00	per day/SU or TD \$425.00
Sound System	\$ 100.00	per day
Kitchen	\$ 100.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
Power Box	\$ 50.00	Large
Arena Roll	\$ 200.00	Flat rate
Arena Full Work (One work included in facility rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor (Comes with 1 [one] full tank of fuel)	\$ 120.00	per day
Carpet Rolls	\$ 25.00	per roll
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case
Alcohol Sales	\$ 111.00	flat fee for liquor
Additional Rodeo Pen Set-Up (anything over 6 pens)	\$ 100.00	per pen
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour
Cleaning Supply Fee (If Necessary)	\$ 100.00	flat rate
Refuel of equipment	\$ 100.00	per tank

Indoor Arena (includes arena, lights, office, and heat)	\$ 450.00	per day
Scheduled Set-Up or Tear-down day	\$ 225.00	per day
Exclusive Use (Arena & Lights Only)	\$ 50.00	per hour
4-H Rate	\$ 25.00	per hour
Concession Stand	\$ 60.00	per day
Sound System	\$ 75.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
Power Box	\$ 50.00	Large
Arena Roll	\$ 200.00	Flat rate
Arena Full Work (One work included rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor (Comes with 1 [one] full tank of fuel)	\$ 120.00	per day
Carpet Rolls	\$ 25.00	per roll
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case/\$110.00 Liquor Fee
Additional Rodeo Pen Set-Up (anything over 6 pens)	\$ 100.00	per pen
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	Per hour
Cleaning Supply Fee (If Necessary)	\$ 100.00	flat rate

Outdoor Arena	\$ 350.00	per day
Scheduled Set-Up or Tear-down day	\$ 175.00	per day
Arena Lights	\$ 20.00	per hour
Sound System	\$ 25.00	per day
Arena Full Work (One work included in facility rental)	\$ 120.00	per work
Arena Groom	\$ 50.00	per groom
Tractor(Comes with full tank of fuel)	\$ 120.00	per day
Alcohol Sales	\$ 110.00	per keg/\$16.00 per case/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

Butler Barn	\$ 200.00	per day
Kentner Barn	\$ 200.00	per day
Gravel Lot	\$ 225.00	per day
Carnival Area	\$ 325.00	per day
Indoor Arena Lawn (when rented with another facility)	\$ 100.00	per day
Memorial Lawn (when rented with another facility)	\$ 100.00	per day
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

The rate sheet does not determine what the final bill will be for your event. Billing is done after the event takes place.

Items not on the rate sheet are to be priced by management.

KLAMATH COUNTY FAIRGROUNDS

Attachment A to Rental Agreement

RATE SHEET AS OF April 11th 2022

Exhibit Hall #1 (Includes Kitchen and Utilities)	\$ 500.00	per day
Scheduled Set-Up or Tear-down day	\$ 250.00	per day
Cleaning Supply Fee (If Necessary)	\$ 100.00	Flat Rate
Sound System	\$ 75.00	per day
Meeting Room A or B	\$ 100.00	Per Day
Scheduled Set-Up or Tear-down day	\$ 50.00	per day
Cleaning Supply Fee (If Necessary)	\$ 50.00	Flat Rate
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Bleachers	\$ 40.00	per set
Power Box	\$ 30.00	Small
	\$ 50.00	Large
Alcohol Sales	\$ 110.00	per keg/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$ 2,000.00	per hour

Exhibit Hall #2 (Includes Kitchen and Utilities)	\$ 350.00	per day
Scheduled Set-Up or Tear-down day	\$ 175.00	per day
Cleaning Supply Fee (If Necessary)	\$ 100.00	Flat Rate
Sound System	\$ 50.00	per day
Employee Set Up/Tear-Down	\$ 50.00	per hour/employee
Tables	\$ 12.00	per table
Chairs	\$ 0.75	per chair
Portable Stage(4'x8')	\$ 20.00	per section
Power Box	\$ 30.00	Small
	\$ 50.00	Large
Alcohol Sales	\$ 110.00	per keg/\$110.00 Liquor Fee
Employee Overtime-9:00PM-2:00AM	\$ 70.00	per hour
Employee Overtime-2:00AM +	\$2,000.00	per hour

Event Booking Fees		
Booking Fee (to save the date & receive contract)	\$100.00	Must be paid to reserve date

Other Charges		
Mobile Concession	\$ 25.00	per day
Electronic Street Readerboard	\$ 25.00	per day
Event Center Coffee Room	\$ 25.00	per day
Equipment Usage/Rental	Approval and price to be determined by management	

Deposits based off of rental history and estimated event cost
Any alcohol sold at any event will be subject to the Alcohol Sales.

Booking fee and Security/Damage Deposit are non-refundable should event cancel. Booking fee will be taken off of the bill once event survey is completed.

Final Billing takes place after the event has ended and is entirely cleaned up. Upon bill creation date, the bill must be paid within 30 days to avoid finance charge of 1.5%. If payment has not been received within 60 days of bill creation date, we will begin the legal collection process.

Keys may be assigned to signee of contract (upon management approval) for certain events. The keys must be signed out and returned promptly after the conclusion of the event. If the keys are not returned and are considered "lost", a re-keying fee of \$2,000.00 will be assessed.

Items not on the rate sheet are to be priced by management.

RV	
East Lot (Power, Water, Sewer)	\$ 30.00
West Lot (Power & Water)	\$ 25.00
Dry Camp (Upon Approval)	\$ 15.00
RV Dump & Fill	\$ 5.00
Stalls	
Overnight Stall	\$ 20.00
Outdoor Pen (when available)	\$10.00/head