

Cattaraugus County Agricultural Society

PO Box 182

Little Valley, NY 14755

716-938-9146

fax 716-938-6148

Corporate Building Rental Agreement

With this signed agreement, the Cattaraugus County Agricultural Society enters into contract with

_____ of

for the use of the Corporate Building on

_____.

The renter agrees to the following:

-Rental rate for the above date \$400

-Cleaning fee \$ 50

(To be returned to the renter if cleaned by the renter within 24 hours with satisfaction of the management. This also includes all doors and windows being locked at the end of the event.)

- Preparation of food in the kitchen is limited to reheating & refrigeration.
- Food – If using a paid caterer for food, the caterer **MUST** be insured and we must be given a copy of the insurance. **NO EXCEPTIONS.**

- Alcohol – If any alcohol is being served by a licensed company or catering service, we must have a copy of their insurance and liquor permit 30 days prior to the event. If alcohol is being served by a family member, no permit is needed.
- Access to the building will be allowed no sooner than 9:00 a.m. on the day prior to the event.
- **The renter is responsible for the security and safety of the building during the time he/she has rented the facility. Doors must be locked, lights off, no damage done to the restroom, kitchen or furniture. A charge will be assessed if the building is not secured in addition to loss of deposit.**
- A non-refundable deposit of \$50.00 (cash, check or money order) is required upon the signing of the contract agreement.
- The balance of the contract is due 1 week prior to the day of the event.
- **This is a non-smoking facility. This will be strictly enforced.**

The Cattaraugus County Agricultural Society agrees to supply the following:

- 15 round tables
- 40 rectangle tables
- 400 chairs
- Trashcans and liners
- Restroom supplies

I have read the above and agree to abide by all terms of the contract.

_____ renter

_____ date

