



Cattaraugus County Agricultural Society

PO BOX 182

Little Valley, NY 14755

716-938-9146

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 \$500
- Rental of grounds for wedding (if applicable) \$100
- Rental of grounds for rehearsal (if applicable) \$50
- Cleaning fee/Deposit \$100

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 to be locked at the end of the event

- Additional decorating days (up to addtnl 2 days) \$100 each day

- permission must be received from the office

- 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 30 days before the event. 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 an off-premise liquor permit for the fairgrounds 30 days prior to the event. You must also provide the fair office with a landlord authorization form which can be found here: https://www.sla.ny.gov/system/files/Landlord_Authorization_Form_2.17.2016.pdf This is the only way to have liquor served at your event.

If beer/wine is being served by a family member, no permit is needed. **No hard liquor permitted without permit from a licensed company.**

- Access to the building will be allowed no sooner than 9:00 a.m. on the day prior to the event unless prior arrangements have been made. See front.
- **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 the loss of deposit.**
- A non-refundable deposit of \$100.00 (cash, check, money order) is required upon the signing of this contract agreement or it is void after 30 days.
- 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 (8 foot)
- 40 rectangular tables (8 foot)
- 400 folding chairs
- trashcans and liners
- restroom supplies

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

_____ renter

_____ date

EXAMPLE