

NORTH FLORIDA FAIR ASSOCIATION

FACILITIES RENTAL RATES WORKSHEET and INFORMATION

GROUNDS & BUILDINGS

Grounds Front Lot	_____ days from \$1,050.00 PER DAY	= _____
Grounds Tram, Concourse, etc.	_____ days from \$1,050.00 PER DAY/PER LOT	= _____
Entire Fairgrounds	_____ days from \$15,750.00 PER DAY	= _____
Building #1	_____ days from \$735.00 PER DAY	= _____
Building #2 (Includes H/A & serving kitchen)	_____ days from \$1,155.00 PER DAY	= _____
Building #4 (Includes H/A)	_____ days from \$1,050.00 PER DAY	= _____
Buildings #6 or #7	_____ days from \$735.00 PER BLDG/PER DAY	= _____
Parties serving alcohol (any bldg.)	_____ days from \$3,150.00 PER BLDG/PER DAY	= _____
Permanent Food Booth	_____ days @ \$100.00 PER BOOTH/PER DAY	= _____
Information Booth	_____ days @ \$100.00 PER DAY	= _____

EQUIPMENT charged per event

Tables (8' Rectangular - 200 available)	_____ @	\$7.00 PER TABLE	= _____
Chairs (approx. 1200 available)	_____ @	\$2.50 PER CHAIR	= _____
Public Address System*	_____ @	\$50.00 PER UNIT	= _____
Modular Stage 8-8ft. sections*	_____ @	\$20.00 PER SECTION	= _____
Communication Radios	_____ @	\$10.00 PER RADIO/PER EVENT	= _____
Indoor/Outdoor Stage (30'x12'x33")	_____ @	\$200.00 PER EVENT(indoor)	= _____
Indoor/Outdoor Stage (30'x12'x33")	_____ @	\$500.00 PER EVENT (roof, wall, lighting)	= _____
Digital Marquee	_____ @	\$200.00 PER 5 DAYS	= _____
Portable Marquee	_____ @	\$150.00 PER EVENT	= _____
Bleachers (3 tier) (10 Sets available)	_____ @	\$100.00 PER SET	= _____
Bleachers (10 tier) (4 sets available)	_____ @	\$350.00 PER SET	= _____
Lift Gates with Stop Signs	_____ @	\$25.00 EACH/PER EVENT	= _____
Temporary Lighting	_____ @	\$200.00 PER STAND	= _____
Ticket Booths	_____ @	\$100.00 PER BOOTH	= _____
Picnic Tables	_____ @	\$12.00 EACH	= _____
Stanchions	_____ @	\$ 3.00 EACH	= _____
Barricades	_____ @	\$ 7.50 EACH	= _____

MISCELLANEOUS

Food Vendors	_____ @	\$50.00 PER DAY/PER VENDOR	= _____
R.V. Trailer Parking	_____ @	\$30.00 PER NIGHT	= _____
Advance Use of Facilities	_____ from	\$50.00 PER HOUR	= _____

(Up to 4 hours only, beyond 4 hours is considered a full day's rental)

Minimum Trash Fee \$40.00 PER TRIP

20' x 20' Marquee Style Tent (set up and taken down by Fair Staff only)			
without walls from	\$235.00 per day		= _____
with walls from	\$285.00 per day		= _____
30' x 30' without walls	\$350.00 per day		= _____

Amount: = _____

ADDITIONAL FEES

Each event is subject to an additional usage fee to be determined by the Fair Staff based upon anticipated attendance and nature of the event. Not to exceed \$100.00 per day.

Any afterhours services performed by Fair Staff beyond normal and customary maintenance and/or emergency repairs will be charged at the rate of \$20.00 per hour/per incident with a 1 hour minimum for each employee involved. Additional electrician services requested once a rental begins will be charged at a rate of \$30.00 per hour/per incident. These fees will be deducted from your security deposit. For damages and excess clean-up from your event, deductions will be taken from your security deposit, as deemed necessary by Fair Management.

Events with Food Vendors – Licensee will be charged \$50.00 per day for each food vendor at their event. The number of food vendors must be provided prior to the event. Payment can be made from the deposit or prior to event. All food vendors must serve **Pepsi products only**, including Aquafina water. Failure to do so may result in loss of your total deposit.

Back-to-Back rental – The cost of re-setting of a building overnight will be charged to the renting party that creates the need. Our standard procedure is to reset during normal work hours on the next regular workday. We will charge a flat \$200.00 fee for this activity.

INSURANCE REQUIREMENTS

All users of the North Florida Fair Association property must provide a certificate of insurance for \$1,000,000 General Liability coverage (for alcoholic beverage sales, users must also provide Liquor Liability insurance).

All certificates of insurance must name the North Florida Fair Association and the Leon County Board of Commissioners as Additional Insureds. A Hold Harmless Agreement must also be signed.

PAYMENT

The refundable security deposit is due at the time of booking. (Security Deposit amount will range from \$500.00-\$5,000.00 depending upon event.) Payment of rental fees is due no later than thirty days from date of event. Failure to pay rental fees by the deadline may constitute late fees being charged at a rate of 3% of the total rental fees per day. If initial booking is made within 30 days of event, the total amount will be due at time of agreement signing.

CANCELLATIONS

If your event is cancelled prior to final payment and another renter is contracted to take your cancelled date, 50% of your security deposit will be retained by the Fair. Should your event cancel prior to final payment and another renter is not contracted to take your cancelled date, 100% of your security deposit will be retained by the Fair. If your event, or any portion of equipment/space is cancelled within 30 days of taking place with fees and security deposit in-house, 100% of the security deposit will be refunded, less any administrative fees and 100% of your rental fees will be retained by the Fair. If the event is cancelled within 30 days and another date is chosen, a \$250.00 rescheduling fee will be assessed from the security deposit.

SECURITY

For events serving alcohol, security must be contracted through Sgt. George Creamer of the Tallahassee Police Department. He may be reached at the following number: 850-445-6446. A temporary permit from the State of Florida may be required as well. For alcoholic events for over 500 patrons, professional security will be required in addition to TPD. Determination of security agency is decided by Fair Management, depending upon the nature of the event.

EQUIPMENT SET-UP

The Fair Association will provide and set up chairs and tables for the use of the Licensee for a nominal fee. Licensee must submit a sheet, detailing the set-up, to the Fair Association office fifteen (15) working days prior to the event. If the set-up has not been received 7 days prior to the rental, the equipment purchase will be placed in the building and Licensee will be responsible for their own set-up and take-down.

All pricing is subject to change. The Fair Association reserves the right to cancel any rental for any reason. Refunding of any monies paid will be at the discretion of Fair Management.