

CLARK COUNTY 4-H CENTER

Purdue Cooperative Extension Service
9608 Highway 62, Suite 1, Charlestown, IN 47111
Telephone: (812) 256-4591

RENTAL APPLICATION - FOR USE OF 4-H CENTER FACILITIES & GROUNDS

Name: \_\_\_\_\_

Facility Desired: \_\_\_\_\_

Date(s) of Events: \_\_\_\_\_ Hours: \_\_\_\_\_

Date(s) of Set-Up: \_\_\_\_\_ Hours: \_\_\_\_\_
(if extra day, will be charged an extra day's rental)

Nature of Program: \_\_\_\_\_

Admission Charge (if any): \_\_\_\_\_

Special Equipment Needed: \_\_\_\_\_

Instructions for Sign (if rented): \_\_\_\_\_

\*\*NO ANIMALS ARE ALLOWED IN EITHER THE COMMUNITY BUILDING OR FOOD STAND.\*\*

APPLICANT(S) ACKNOWLEDGMENT:

We have read and fully understand the rules and regulations of the Clark County 4-H Corporation Board governing the use of these facilities as listed on the reverse side. We agree to strict observance of these rules and regulations, and to be financially responsible for any damage to the buildings and/or grounds due to such use. We understand that a Certificate of Insurance must be provided when rental rates are paid or we will NOT be allowed to use the building(s) or grounds.

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE (Home): \_\_\_\_\_

DATE: \_\_\_\_\_ (Cell): \_\_\_\_\_

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RENTAL FEES MUST BE PAID WHEN KEY IS PICKED UP

\$\_\_\_\_\_ Total Rental Fee (If paying by check, make payable to "Clark County 4-H Corporation".)

\$\_\_\_\_\_ Sign Rental Fee

\$\_\_\_\_\_ Clean-Up/Damage Deposit\* (Refunded after event if facilities are left in the same condition as rented. Will not be refunded if at least a 7-day cancellation notice is not given.)

Date Received: \_\_\_\_\_ Signature: \_\_\_\_\_

RENTAL RATES - CLARK COUNTY 4-H CENTER

<u>FACILITIES DESIRED:</u>	<u>DAILY</u>	<u>TOTAL</u>
Community Building (number of days _____)	<u>\$150.00</u>	_____
Food Center (number of days _____)	<u>\$300.00</u>	_____
Extra Tables (number needed _____ X \$3.00 per table)		_____
Extra Chairs (number needed _____ X \$15.00 per rack of 50)		_____
Inside Arena (number of days _____)	<u>\$300.00</u>	_____
Exhibit Barns (number of days _____ X number of barns _____) (\$100.00 per barn per day)		_____
Goat/Poultry/Rabbit Barn (number of days _____)	<u>\$125.00</u>	_____
Horse Barn (\$30/stall/night) - (number of days _____)		_____
Outside Arena & Special Events Track (available upon request) (requests for usage must come before the 4-H Corporation Board)		_____
Campers (number of days _____ X number of campers _____) (no electricity - \$20.00 per camper per day)		_____
Campers (number of days _____ X number of campers _____) (electricity - \$25.00 per camper per day)		_____
Campers (number of days _____ X number of campers _____) (full service-water & sewer - \$30.00 per camper per day)		_____
Boat Storage Rental (\$2.50/foot/month) - (returning customers)		_____
Boat Storage Rental (\$3.00/foot/month) - (new customers) (storage is available from first Saturday in October to last Saturday in April)		_____
Sign Rental (\$25.00 per week X number of weeks _____)		_____
4-H Club Fund Raising Events:		
Community Building, Arena, Barns (\$25.00 X number of days _____)		_____
Livestock Barns (each) - (\$25 X _____ X number of days _____)		_____
Indoor Arena (\$50 X number of days _____)		_____
Food Center (\$50.00 X number of days _____)		_____
TOTAL RENTAL FEES -----		_____
*CLEAN-UP/DAMAGE DEPOSIT (refunded if facilities are left in same condition)		<u>\$ 150.00</u>

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RULES & REGULATIONS

Keys are to be picked up at the Clark County Extension Office, located at 9608 Highway 62, Suite 1, Charlestown, prior to the event and returned the day following use (exception: if using a building on Saturday or Sunday, the key is to be returned on Monday). Office hours are: 8:00 a.m.-4:00 p.m., Monday-Friday (excluding holidays). Clean-Up/Damage Deposit must be paid at the time the rental application is submitted. **Rental fees are to be paid at least one week prior to rental date.** (Please make checks payable to: Clark County 4-H Corporation.) **We must receive your Certificate of Insurance when fees are paid or you will not be allowed to use the building(s).** No tap-ins are to be made to the permanent PA system. No nails, screws, etc. are to be attached to ceilings or walls.

**NO ANIMALS ARE ALLOWED IN EITHER THE COMMUNITY BUILDING OR FOOD STAND.**

**NO ALCOHOLIC BEVERAGES ARE ALLOWED ON THE GROUNDS OR IN THE BUILDINGS.**

**ALL BUILDINGS & GROUNDS ARE TO BE CLEANED AND THE TRASH REMOVED FROM THE GROUNDS AFTER USAGE.**