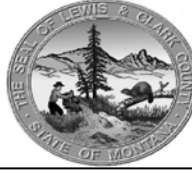


Lewis and Clark County Fairgrounds



98 West Custer Avenue Helena, Montana 59602
www.lccfairgrounds.com

Phone: 406.457.8516 Fax: 406.457.8517
Email form to: lgustafson@lccfairgrounds.com

SHELTER RENTAL FORM

This Rental agreement made between Lewis and Clark County Fairgrounds and the following party for rental of the indicated shelter(s):

Requested Date(s): _____ Times of Event: _____ to _____

NAME/BUSINESS/GROUP: _____

CONTACT PERSON: _____ PHONE: _____

ADDRESS: _____ EMAIL: _____

CITY: _____ STATE: _____ ZIP: _____

WHAT TYPE OF EVENT ARE YOU HAVING? _____

SHELTERS RENTED:

_____ Picnic - \$ 63.00 (for 50 or less people)	\$ _____
_____ Rustic - \$ 63.00 (for 50 or less people)	\$ _____
Will you need electricity? Yes _____ No _____	No Charge _____
_____ Kiwanis* - \$ 63.00 (for 50 or less people) * NO ELECTRICITY	\$ _____
_____ Additional Charges (\$ 33.00 for 50 – 100 people)	\$ _____
(\$ 63.00 for 101 – 150 people)	\$ _____
(\$ 93.00 for 151 – 200 people)	\$ _____
(\$ 123.00 for 201 – 250 people)	\$ _____

Eight (8) picnic tables included with each shelter rental.

ADDITIONAL RENTALS

Picnic Tables	_____ @ \$ 7.45 per table	\$ _____
Rectangle Tables	_____ @ \$ 6.45 per table	\$ _____
Chairs	_____ @ \$ 0.85 per chair	\$ _____

TOTAL SHELTER RENTAL AMOUNT DUE: \$ _____

Rental payment is due at time of reservation. *Please make checks payable to:* LCC Fairgrounds

SHELTER RULES & REGULATIONS

1. Food and/or alcohol concession events held on the grounds are charged a fee of \$40 OR 18% of gross sales, whichever is greater.
2. Shelter must be clean and in same condition as it was upon arrival before vacating the premises. Renter will be subject to cleaning fee of \$28.00 per hour, per person.
3. Cancellation at least 30 days prior to the rental date, full rental fee will be fully refunded. Cancellation 15 days prior to the rental date, rental fee less 25% cancellation fee will be refunded. If cancellation within 10 days of the event, no refund will be made.
4. Hours of operation are 8:00 a.m. – 10:00 p.m.

I have read and understand the conditions of renting the shelters.

Renter's Signature

Date

OFFICE USE

Date Paid _____
Amount _____
Cash/Check# _____
Credit _____
Staff Initials _____