

**DANAN LANSING BUILDING
WINNESHIEK COUNTY FAIRGROUNDS
DECORAH, IOWA 52101**

Rental Agreement

Name of Event:

Date of Event:

Name of Contact Person:

Phone Number:

Email:

Beer Sales: Yes/No (circle one)

Pop Sales: Yes/No (circle one)

Deposit: \$100 must be received within 1 week to secure your reservation.

Deposit will be refunded after the event, provided the building is left in the same condition it was found.

Rent: \$ _____ **Must be received 10 days before rental date**

Dumpster: Yes/No (circle one) \$15 fee per event, to be paid with Rent.

Wi-Fi: Wi-Fi is available, subject to a fee.

Insurance: Proof of Liability insurance of \$1,000,000 must be received before access will be given to the buildings. We require a Certificate of Liability Insurance, **listing Winneshiek County Agricultural Association as Certificate Holder.**

Alcohol Policy: NO alcohol can be brought to the fairgrounds, including cans, bottles, or kegs. If alcohol is needed for the event, arrangements must be made with the Winneshiek County Agricultural Association for the purchase of alcohol. Attendees can purchase alcohol from the Association during the event and/or the sponsor of the event can purchase tickets from the Association and provide to the attendees. Absolutely NO alcohol can be removed from the building

Table & Chair Policy: Setup and take down by the Renter. Chairs & Tables must be put away clean.

Walls: Absolutely no nails or screw can be put in the wall.

Floor: Absolutely no tape can be used except for Painters Tape.

Cleanings: The renter is responsible for setup and cleanup unless different arrangements are made at the time of signing the rental contract. Building must be left as you found it.

Garbage: If dumpster is used, absolutely NO cardboard can be put in the dumpster. Cardboard should be put in the container marked "Cardboard" which is located to the east of the Danan Lansing Building.

Lights & Heat: Be sure lights are turned off and heat is turned down.

Parking: When more than one event is held on the fairgrounds, parking lots are to be shared.

Attendees: Renters are responsible for the adherence to these policies.

Access: To access the building, your code is: _____

Type in code, turn the deadbolt to lock or unlock.

BE SURE ALL DOORS and WINDOWS ARE LOCKED BEFORE YOU LEAVE

Questions: If you have questions or need assistance before or during the event, phone 563.419.1902.

Signed

Date

Winneshiek County Fairgrounds Rates

Danan Lansing Building

Rent	Rate per Day
Monday	\$150
Tuesday	\$150
Wednesday	\$150
Thursday	\$150
Friday	\$300
Saturday	\$300
Sunday	\$300

Additional Days for Auction: \$25 per Day

~ Small Group Discount may apply ~

Youth & 4-H Groups generally have free usage ~ reservations still required

To reserve, contact Mary Fitch

businessmanager@winneshielcountyfair.org
phone 563.419.1902

Mail Deposit/Rent to: Winneshiek County Ag Assoc

PO Box 201

Decorah, Iowa 52101