

2023 FACILITY RENTAL WORKSHEET



Gold Country Fairgrounds & Event Center
 1273 High Street, Auburn, CA 95603
 Phone 530-823-4533

www.goldcountryfairgrounds.com

****All fields must be filled out prior to the contract being written. ****

Today's Date _____ **EVENT:** _____ Contract # _____

RENTER	PHONE#	
ADDRESS	CITY	ZIP
EVENT	# OF ATTENDEES	
EVENT DATE	EVENT TIME	
SET UP TIME	DISMANTLE TIME	
CONTACT	EMAIL ADDRESS	
MY FULL PAYMENT IS DUE 45 DAYS PRIOR:		I ACKNOWLEDGE:

FACILITY RENTAL PROCESS

THIS IS NOT AN OFFICAL CONTRACT.

**PLEASE NOTE: Your date is not secured until the following steps have been completed.
 NO EXCEPTIONS.**

For your event to be reserved:

1. Submit a completed Facility Rental Worksheet to the Gold Country Fairgrounds & Event Center.
2. The staff will send you a contract, for your review.
3. Sign and submit the completed contract along with the listed security deposit. (Payments can be accepted by cash, check or credit card- subject to a processing fee).
4. Date is officially reserved.

Please Note:

MAXIMUM FACILITY RENTAL DAY: 9:00am – 12:00am (midnight) | Renter must vacate facility by 2:00am at the latest, failure to adhere to this policy will result in the forfeiture of security deposit.

FACILITY SET UP: 1:00pm-10:00pm

Music MUST be off by 11pm. No exceptions.

****Fiber Optic Encrypted WiFi is not included in pricing, please see page 8 to add. ****

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Indoor Rentals

BUILDING DIMENSIONS & MAXIMUM CAPACITIES (PER STATE FIRE MARSHAL)

* FLOOR MEASUREMENTS ARE APPROXIMATE *

Auburn Host Lions Building

79 ft. X 33 ft. = 2600 sq. ft.

Dines: 100, Seats: 200, Stands: 375

Comes with:

- 12 Round Tables
- 100 Chairs
- Climate:
 - HVAC
 - 4 Large Fans

Please note: Kitchen is available for preparation only

Security Deposit	\$500
Facility Rental	_____ days @ \$675/day= _____
Set-up	_____ days @ \$425/day= _____

Armory Building

80 ft. x 140. ft. = 11,200 sq. ft.

Dines: 745, Seats: 1500, Stands: 2200

*Please note: Kitchen & Bar are **not** available. Tables or chairs are **not** included with hall rental.*

Security Deposit	\$500
Facility Rental	_____ days @ \$1,200/day= _____
Set-up	_____ days @ \$500/day= _____

Sierra Building

50 ft. x 100 ft. = 5,000 sq. ft. (main hall floor)

Dines: 325, Seats: 700, Stands: 950

Comes with:

- 50 Tables
- 300 Chairs
- Built-in stage
- Climate:
 - Evaporative Coolers

*Please note: Storage Room and Bar area **not** available. Partial Kitchen available **after 10:00 AM.***

Security Deposit	\$750
Facility Rental	_____ days @ \$1,300/day= _____
Set-up	_____ days @ \$650/day= _____

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Maurine Dobbas Placer Hall

65 ft. X 137.5 ft. = 8,937.5 sq. ft.

Dines: 575, Seats: 1250, Stands: 1775

Comes with:

- 75 Tables
- 400 Chairs
- Climate:
 - Evaporative Coolers

Security Deposit	\$750
Facility Rental	_____ days @ \$1,800/day= _____
Set-up	_____ days @ \$900/day= _____

Tahoe Building

27 ft. x 104 ft. = 2,808 sq. ft.

Dines: 185, Seats: 400, Stands: 560

Comes with:

- 20 Round Tables
- 5 Rectangular Tables
- 150 Chairs
- Climate:
 - Evaporative Coolers

Security Deposit	\$500
Facility Rental	_____ days @ \$850/day= _____
Set-up	_____ days @ \$425/day= _____

Clubhouse/Green Room – 19 ft. X 31 ft. = 589 sq. ft.

Seats: 40, Stands: 85

Comes with:

- 4 Tables
- 10 Office Chairs

Security Deposit	\$250
Facility Rental	_____ days @ \$335/day= _____
Set-up	_____ days @ \$225/day= _____

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SPECIAL FACILITY RENTALS – SUNDAY TO THURSDAY ONLY FOUR HOUR RENTALS AND FULL DAY

Auburn Host Lions Building

79 ft. X 33 ft. = 2600 sq. ft.
Dines: 100, Seats: 200, Stands: 375
Comes with:

- 12 Round Tables
- 100 Chairs
- Climate:
 - HVAC
 - 4 Large Fans

Please note: Kitchen is available for preparation only.

Security Deposit	\$300
Facility Rental – 4 Hours	_____ days @ \$400/day=_____
Facility Rental – Full Day	_____ days @ \$600/day=_____

Clubhouse/Greenroom

19 ft. X 31 ft. = 589 sq. ft.
Seated = 40 Standing = 85
Comes with 4 Tables 10 Office Chairs

Security Deposit	\$250
Facility Rental – 4 Hours	_____ days @ \$200/day=_____
Facility Rental – Full Day	_____ days @ \$300/day=_____

Sierra Building

50 ft. x 100 ft. = 5,000 sq. ft. (main hall floor)
Dines: 325, Seats: 700, Stands: 950
Comes with:

- 50 Tables
- 300 Chairs
- Built-in stage
- Climate:
 - Evaporative Coolers

*Please note: Storage Room and Bar area **not** available. Partial Kitchen available **after 10:00 AM.***

Security Deposit	\$350
Facility Rental – 4 Hours	_____ days @ \$600/day=_____
Facility Rental – Full Day	_____ days @ \$800/day=_____

Tahoe Building

27 ft. x 104 ft. = 2,808 sq. ft.
Dines: 185, Seats: 400, Stands: 560
Comes with:

- 20 Round Tables
- 5 Rectangular Tables
- 150 Chairs

Security Deposit	\$250
Facility Rental – 4 Hours	_____ days @ \$300/day=_____
Facility Rental – Full Day	_____ days @ \$400/day=_____

2023 FACILITY RENTAL WORKSHEET

OUTDOOR FACILITIES

BUILDING DIMENSIONS & MAXIMUM CAPACITIES (PER STATE FIRE MARSHAL)

* FLOOR MEASUREMENTS ARE APPROXIMATE *

SMALL ANIMAL BARN

Facility Rental _____ days @ \$335/day= _____

McCANN STADIUM*

Concert Seating 5,500

Grandstand Seating 2,400

Facility Rental _____ days @ \$2,500/day= _____

Set-up _____ days @ \$500/day= _____

Lights _____ days @ \$600/day= _____

FARRELL WRENN PARK*

Comes with:

- 10 Aluminum Benches

Facility Rental _____ days @ \$850/day= _____

Set-up _____ days @ \$425/day= _____

BAREFOOT WINE & BUBBLY COURT & STAGE

(Isosceles trapezoid: front 57', rear 39', and sides 27')

Comes with:

- 2 Bleachers
- 10 Benches (Additional Benches available at add. cost)

Facility Rental _____ days @ \$735/day= _____

Set-up or Dismantle _____ days @ \$500/day= _____

MAIN LAWN AREA & GAZEBO

Comes with 10 Round Picnic Tables

Facility Rental _____ days @ \$735/day= _____

Set-up _____ days @ \$500/day= _____

REDWOOD LAWN AND BULL POINT LAWN

Facility Rental _____ days @ \$735/day= _____

Set-up _____ days @ \$375/day= _____

COWBELLS BARN

(Under construction. Prices subject to change.)

Facility Rental _____ days @ \$230/day= _____

Set-up or Dismantle _____ days @ \$150/day= _____

JUDGING RING #1 – 40 ft. X 56 ft. = 2240 sq. ft.

Facility Rental _____ days @ \$375/day= _____

Set-up _____ days @ \$250/day= _____

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BARN #1 – 50 ft. X 120 ft. = 6000 sq. ft.

Facility Rental _____ days @ \$500/day= _____
Set-up _____ days @ \$250/day= _____

STALLS

94 Livestock Stalls and 30 Horse Stalls @ \$50.00/stall

(Stall is to be cleaned out by Renter)

(Livestock stalls can be converted for horses)

Facility Rental _____ stalls for _____ days @ \$50/day _____

BARN #4 (Beef Barn BOTTOM w/ Scale) – 182 ft. X 32 ft = 5,824 sq. ft.

21 Stalls at 12' x 16' per stall

Facility Rental _____ days @ \$500/day= _____

BARN #3 (Beef Barn TOP)– 120 ft. X 32 ft = 3,840 sq. ft.

14 Stalls at 12' x 16' per stall

Facility Rental _____ days @ \$375/day= _____

BARN #2 (New Swine Barn Coming) – 140 ft. X 39 ft = 5,460 sq. Ft.

23 Stalls at 16' x 8' per stall

Facility Rental _____ days @ \$500/day= _____

BARN #2.5 (New Swine Barn Coming) – 121 ft. X 41 ft = 5,084 sq. ft.

28 Stalls at 15' x 8' per stall

Facility Rental _____ days @ \$475/day= _____

HORSE ARENA

(Single or Limited Rider, Non-Horse Show)

Facility Rental _____ days @ \$650/day= _____

Set-up or Dismantle _____ days @ \$325/day= _____

BALLFIELDS – 3.6 acres

(For emergency use only)

Facility Rental _____ days @ \$1,000/day= _____

Set-up _____ days @ \$500/day= _____

CONCESSION STAND

- 6 Available

Facility Rental _____ days @ \$250/day= _____

PORTABLE CONCESSION STANDS/ TICKET BOOTH

Facility Rental _____ days @ \$150/day= _____

2023 FACILITY RENTAL WORKSHEET

EXCLUSIVE GROUNDS *(15% discount applied to original rental price)

(All facilities, including all buildings, barns & stadium)

Includes:

- Wi-Fi

Deposit	\$3,500	
Facility Rental		_____ days @ *\$14,875/day=_____
Set-up/Dismantle		_____ days @ *\$3,187.50/day=_____

NON-EXCLUSIVE GROUNDS

*(10% discount applied to original Facility Rental price)

*(50% discount applied to original Set-Up price)

(Without Stadium & Barns)

Includes:

- Wi-Fi

Deposit	\$2,500	
Facility Rental		_____ days @ *\$10,575/day=_____
Set-up/Dismantle		_____ days @ *\$2,275/day=_____

HIGH IMPACT EVENT **New to 2023!**

A high impact event is defined as an event with large attendance that utilizes one or more of the outdoor rentable facilities but does not include the use of any buildings, with the exception of the clubhouse.

(i.e., outdoor concerts, festivals, car shows, parades, outdoor fundraisers and more)

Includes:

- Horse Arena
- Ballfield
- Main Stage (Comes with 2 Portable Grandstands & 10 Benches)
- Main Lawn/ Gazebo (Comes with 10 Round Picnic Tables)
- Bullpoint Lawn
- Stocked Bathrooms
 - Rock Bathrooms
 - Clubhouse Bathrooms
 - Ballfield Bathrooms
- Garbage Cans/Liners (Dumpsters are a separate fee)
- Wi-Fi

Does NOT Include:

- Maintenance Labor (Please reference pg. 8 for labor rates)
- RV Hookups
- Concession Booths
- Farrell Wren Park

Deposit	\$1,500	
Facility Rental		_____ days @ *\$5,287/day=_____
Set-up/Dismantle		_____ days @ *\$2,275/day=_____

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OTHER OPTIONAL RENTALS

EQUIPMENT RENTALS

Chair	\$5 each (when available)	<input type="checkbox"/>
Long Tables	\$15 each (when available)	<input type="checkbox"/>
Round Tables	\$25 each (when available)	<input type="checkbox"/>
Bleachers/Grandstands	\$250 each (when available)	<input type="checkbox"/>
Picnic Table	\$35 each (when available)	<input type="checkbox"/>
Umbrella	\$20 each (when available)	<input type="checkbox"/>
Wine Barrel Bar	\$250 each (when available)	<input type="checkbox"/>
Fiber-optic encrypted Wi-Fi	\$155/day	<input type="checkbox"/>
Public Address System	\$100/day	<input type="checkbox"/>
Portable Staging (4x4 sections, 20x20 max)	\$250	<input type="checkbox"/>
Green and Yellow Trailer (\$250 deposit required)	\$250	<input type="checkbox"/>
Power Distribution Spider Box	\$100/box/day	<input type="checkbox"/>
Spider Box Deposit	\$100	<input type="checkbox"/>

LABOR RATES

Subject to availability, Fair personnel and equipment are available to Renters at the following rates:

Labor – Normal Work Shift	\$50.00/hour	<input type="checkbox"/>
Labor – Overtime (Nights, Weekends)	\$100.00/hour	<input type="checkbox"/>
Labor – Overtime (Holidays)	\$200.00/hour	<input type="checkbox"/>
Tractor	\$100.00/hour + Labor	<input type="checkbox"/>
Forklift	\$100.00/hour + Labor	<input type="checkbox"/>
Forklift- With Implement	\$150.00/hour + Labor	<input type="checkbox"/>

Minimum charge is 4 hours for 2 laborers. Labor and equipment rates are subject to change. Due to liability considerations, fair tools and equipment (ladders, etc.) are not available for use by renter.

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RV CAMPING

RV PARKING All campers must be self-sufficient – No restroom facilities
_____ \$45 Partial Hook up includes: 30 amp & water (no sewer)
 *\$10 Dump Fee required

Check in time: No earlier than 1:00pm

Check out time: 12:00pm, unless management approves special arrangements.

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REQUIRED FEES FOR ALL RENTALS

Please INITIAL to confirm you have read and understood each fee and its structure.

For Multi-day Events, Festivals, Fairs, Concerts, Dances, and other Large Events, please work with the Gold Country Fairgrounds & Event Center Staff to understand additional or supplementary requirements.

RECOLOGY DUMPSTER RENTAL & DONATION

INITIAL _____

All events are required to have a dumpster. The standard size for all events is a 7-yard dumpster. Large events may be required to have a larger dumpster.

7 Yard Dumpsters	\$220	<input type="checkbox"/>
20 Yard Dumpsters	\$450	<input type="checkbox"/>
20 Yard Manure Dumpster	\$426.33	<input type="checkbox"/>
Smaller Dumpster (requires Association approval)	Varies	<input type="checkbox"/>
Haul Away Own Trash (requires Association approval) N/A		<input type="checkbox"/>

Dumpster Donations: Renter must contact Recology own their own. If the dumpster has been donated, information should be sent to the Gold Country Fairgrounds & Event with size, delivery date, and pick up date.

Recology Auburn Placer

12305 Shale Ridge Road | P.O. Box 6566 | Auburn, CA 95604

T: 530.855.3735 | F: 530.885.1922 | afisher@recology.com

Personal Trash Removal: The renter may make arrangements with Gold Country Fairgrounds and Event Center to haul away their own trash. If any trash is left, Gold Country Fairgrounds and Event Center reserves the right to withhold part of the renter's security deposit for trash disposal.

CAL FIRE EVENT PERMIT FEE

INITIAL _____

It is required to have a Cal Fire Event Permit for all event. All Event Layouts are submitted to Gold Country Fair Staff. The Gold Country Fairgrounds & Event Center will submit layouts to Cal Fire through Govmotus.

Cal Fire Event Permit Fee \$180

Please Note:

- Building Layouts for your event can be requested at info@goldcountryfair.com
- Successful Event Layouts and description include
 - Short description of your event
 - All table(s), chair(s), stage(s), band)(s), DJ(s), Podium(s), Projector(s), Display Screens(s), ECT
 - Additional items include; extension cords, additional areas where food will be cooked, generators, pop-up tents, ECT

If your Event Layout is rejected due to lack of information and additional fees are incurred, the Gold Country Fairgrounds & Event Center reserves the right to withhold part of the security deposit to cover additional fees.

EVENT INSURANCE

INITIAL _____

All events are required to supply insurance for all event days, set-up days, and/or dismantle days.

For additional information about amount of coverage needed, please contact the fair office at info@goldcountryfair.com.

Insurance can be purchased from an outside insurance agency or through Gold Country Fairgrounds and Event Center using California Fair Service Authority (CFSA).

Outside Insurance Agency
CFSA Insurance

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PAYMENT & SECURITY DEPOSIT

INITIAL BELOW

- Forms of payment: cash, personal check, cashier's check, money order or credit card. _____
- A \$500 deposit is required to hold the event date. Should you cancel within 45 days of your event, this deposit is non-refundable. _____
- Full payment is due 45 days prior to the event. _____
- Should there be damage that exceeds the deposit, the renter will be invoiced for the remaining amount and is required to be paid within 5 business days from the event. _____
- **There is a required walk through of the building the day keys are picked up, please call ahead of time to schedule a walk through.** _____
- **Lost or stolen keys will have \$250 deducted from the deposit amount.** _____

The Fair will cancel any event if the terms and payment requirements of the contract have not been met.

Fair Management has the right to end any event if deemed necessary for purposes of the public safety or due to extensive destruction of property.

CHECK POLICY

All checks to be made payable to Gold Country Fairgrounds & Event Center.

A minimum charge of \$35.00, maximum up to the full extent of the law, will be charged for returned checks.

SECURITY

Renter will make any arrangements for security, when required by contract.

Security must be on grounds 1 hour prior to event

Security fees are the responsibility of the renter.

Gold Country Fairgrounds MUST receive verification of security no later than 14 days prior to the event date.

Renter is responsible for the actions of people on the fairgrounds due to renter's event.

Guests of renter, including children, **are not permitted to wander the fairgrounds and must remain in the area(s) rented.**

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INITIAL BELOW

ALCOHOL

Anyone planning to **sell** alcoholic beverages (direct sales, script, or included in admission fee/donation) **MUST** obtain a valid liquor license from the Department of Alcoholic Beverages Control (ABC) (2400 Del Paso Road, Suite 155, Sacramento, CA 95834). In addition, liquor liability insurance **MUST** be furnished in conjunction with valid liquor license. Liquor liability insurance is available from CFSA through the Fair Administration Office.

ALL beverages will be served in plastic/paper cups. NO BOTTLES/GLASS allowed
(THIS INCLUDES PRIVATE PARTIES).

FACILITY SET-UP

Renter wishing to utilize tables and chairs as part of rental must provide an acceptable set-up diagram at least 45 days prior to event date. Renter not meeting this requirement is fully responsible for set up of the venue.

FACILITY CLEAN-UP

- Dumpsters required for all rentals; all trash is to be put in dumpsters
- Kitchen and bar to be returned as received; hall to be swept, spot mopped as necessary. Renters are responsible for all actions as a result of Renter's event held on grounds.

SHOULD FACILITIES OUTSIDE OF THE FACILITY RENTAL BE DAMAGED OR TRASH DISPOSAL FOUND, THE ADMINISTRATION OFFICE WILL DEDUCT THIS COST OUT OF THE SECURITY DEPOSIT AMOUNT OR IF THE COST IS MORE THAN SECURITY DEPOSIT PROVIDED, RENTER WILL BE BILLED FOR THE ADDITIONAL COST. PAYMENT FOR THIS IS OWED NO LATER THAN 5 BUSINESS DAYS AFTER EVENT

DECORATIVE MATERIALS

Wire cables are affixed to the perimeter walls of each building to hang decorative and other like materials. **DO NOT use nails, staples, tape, etc. on wall surfaces, floor, and stage.** Thumbtacks or pins, if removed, are allowed. Failure to comply with the above provisions may result in damage charges being levied.

Any nail, tack, or hole, etc. found in the Auburn Host Lions Building and/or Barefoot Wine and Bubbly Stage walls will be subject to a \$1000 charge per blemish found.

2023 FACILITY RENTAL WORKSHEET

INITIAL BELOW

UTILITIES

A utility fee may be charged for excessive use of utilities. _____

VARIATIONS CANNOT BE MADE FROM THE ABOVE STATED MAXIMUM CAPACITIES.

THE ABOVE STATED CAPACITIES DO NOT INCLUDE STAGING, RISERS, AUCTION/SALES TABLES, ETC.

****If WiFi is not added on, I understand that I will not have access to the Fairgrounds Encrypted Fiber Optic WiFi.**** _____

INTERIM RENTER PARKING REQUIRMENTS

Renter to abide by all requirements stated in the Interim Renter Parking Requirements document. _____

REMINDER

Your contract/cleanup sheet set prices and terms to be fulfilled.

Read them carefully and ask for clarification if needed.

Fair Management reserves final right to interpretation and levying of fees.

Any advertising, media, etc, must list the location of the event as the “Gold Country Fairgrounds and Event Center” and address is to be listed as “209 Fairgate Road, Auburn, CA 95603”

ADDITIONAL FEES MAY BE CHARGED – TO BE NEGOTIATED WITH MANAGEMENT

RATES EFFECTIVE 1/1/2020

Fees that are not listed may be at the negotiated rates of the Gold Country Fairgrounds Office.

Fees may change based on event type and accommodations and is at the discretion of the Gold Country Fairgrounds office.

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RENTER PARKING REQUIREMENTS

To comply with State Fire Marshal codes and to ensure the safety of everyone at the Fairgrounds, it is critical that we control parking on the Fairgrounds at all times. **All renters must comply with the following requirements:**

Pre- and Post-Event Loading and Unloading:

- Renters may bring vehicles onto the Fairgrounds for unloading up to one hour prior to the event time.
- Post-event loading may begin thirty minutes after the event time.
- Once each vehicle is loaded or unloaded, it must immediately move to make room for others.
- The following areas are prohibited for parking at all times:
 - Red curbs
 - Areas adjacent to fire hydrants
 - Areas designated by “No Parking” signs
 - Grass and lawns
 - Sidewalks

Event Parking:

- During the event, attendees will park in the Sacramento Lot (enter via Fairgate Road) or the Vendor Lot (enter via High Street). Designated handicap parking is available in both lots.
- Attendees will not park **anywhere else** on the Fairgrounds during the event hours.
- It is suggested that all event publicity states that parking is at 209 Fairgate Road. This should direct GPS apps to the Sacramento Lot.

It is the responsibility of the renter to inform all participants and attendees of these requirements and to enforce adherence. **Vehicles not in compliance may be towed at the owner’s expense.**

The Gold Country Fairgrounds and Event Center reserves the right to amend these requirements as needed due to multiple events and other unique situations.

Thank you for your commitment to safety for everyone at the Gold Country Fairgrounds and Event Center.

I have read the above and I agree to comply with all of the requirements:

Signature of Renter

Date