



Allegheny County Fairgrounds Application

Today's Date: _____ Date and Time Needed: _____

Name of Applicant: _____ Phone: _____

Address _____

Group/Organization Name: _____

Type of Event (explain in as much detail as possible): _____

Check all facilities you plan to use: Barn Black Building Grandstands Entire Facility

Rules and Regulations

1. Application for use of facilities must be submitted to Allegheny County Parks and Recreation Department NO LESS THAN 30 days prior to the event.
2. Use of alcoholic beverages or illegal substances on any part of the premises is strictly prohibited.
3. No event will be cancelled unless due to weather hazards or other natural or man-made disturbances and cancellation will be determined by event sponsor in conjunction with Allegheny County Parks and Recreation Department. No liability for loss will be incurred by reason of such action by Allegheny County.
4. The sponsoring organization must afford adequate and appropriate supervision of all activities associated with the use of the facilities during the term of their event.
5. Event holder is responsible for hiring cleaning personnel to keep facilities of use clean during the event and to clean same facilities after the event.
6. The event holder is responsible for communicating with outside vendors the rule of not competing with the concession stand holders menu items. (see attached menu)
7. The event holder will need to meet with the Allegheny County Parks and Recreation Director 15 days prior to the event to discuss all vendors and food services.
8. All food vendors responsible for obtaining and submitting proper Health Department permits.
9. There will be no signage allowed along the roadway or attached to the split rail fencing. The marquee will be utilized.

Fairgrounds Fee Schedule

PROFIT

Barn \$100/day or \$500/week

Emerson Black Building \$200/day or \$1,000/week

Grandstands \$500/day or \$2,000/week

Camper hookups \$30/day or \$150/week

Sound System Deposit \$150

Cleaning Deposit \$500

NON-PROFIT

Barn \$50/day or \$250/week

Emerson Black Building \$100/day or \$500/week

Grandstands \$250/day or \$1,000/week

Camper hookups \$30/day or \$150/week

Sound System Deposit \$150

Cleaning Deposit \$500

Fairground Clean-Up Work Sheet and Guidelines

Event _____ Date of Event _____

Wording Needed for Marquee _____

Black Building

<u>Beginning of Function</u>	<u>End of Function</u>	<u>Official Use</u>
_____ Bathrooms, Toilets and Sinks Clean, Supplies Stocked	_____	_____
_____ Trash Cans Empty	_____	_____
_____ Floor Swept	_____	_____
_____ Kitchen Area, Refrigerator Empty and Wiped Out	_____	_____
_____ Sink Area and Countertops Clean	_____	_____
_____ Exterior Area	_____	_____
_____ All Rubbish and Debris Removed	_____	_____

Grandstand Area

_____ Bathrooms, Toilets and Sinks clean	_____	_____
_____ Trash Cans Empty	_____	_____
_____ Floor Swept	_____	_____
_____ Supplies Stocked	_____	_____
_____ Exterior Area	_____	_____
_____ All Rubbish and Debris Removed	_____	_____

Barn

_____ All Trash Cans Empty	_____	_____
_____ All Rubbish, Manure and Debris Removed	_____	_____
_____ Panels Replaced and Locked	_____	_____
_____ Manure/Dirty sawdust taken to designated area away from barn	_____	_____

Please notify Alleghany County Parks and Recreation ASAP if the facilities are not in order! 336-372-2942

Checked by _____ Date _____