

APPLICATION FOR USE OF SCHAGHTICOKE FAIRGROUNDS

Rensselaer County Agricultural and Horticultural Society

19 Stillwater Bridge Road * Schaghticoke, NY 12154

Phone: (518) 753-4411 * Fax: (518) 753-7720

Email: manager@schaghticokefair.org

For Office Use Only:

Date of Event: _____

Certificate of Insurance: _____

Food Permit: _____

Date Application Filled Out: _____

Requested Date (s) of Event: _____ Hours: _____

Requested Date to Set Up: _____

Name of Event: _____

Approximate # of People in Attendance: _____

Name of Organization: _____

Contact Person: _____ Email Address: _____

Cell #: _____ Home Phone #: _____

Mailing Address: _____

Request for Use:

Building (s): _____

Location on the Grounds: _____

Bathrooms: _____ # of Picnic Tables: _____ # of other tables _____ # of chairs _____

Electric Needed: Y or N _____ Basic Plug In or # of amps needed: _____

of Garbage Cans needed: _____ PA system in Arena needed: _____

Tent Needed: _____ Tent Size: _____ Tent Delivery Date: _____

Will you be providing a food vendor for the event? _____

Name of Food Vendor: _____ Cell #: _____

Additional Needs or Requests: _____

Deposit Due: _____ Date: _____ Deposit Received: _____

Total Amount Due: _____ Date: _____ Received: _____

Note: Applicant must provide and submit a Certificate of Liability Insurance naming the Rensselaer County Agricultural and Horticultural Society as additional insured with minimum coverage of one (1) million dollars for bodily injuries and property damage. Certificates must be on file in the office one week prior to the event.

** Please turn over for conditions for use of fairgrounds*

CONDITIONS

1. Gambling in all forms is strictly prohibited.
2. The use of drugs is strictly prohibited.
3. Use and distribution of obscene and pornographic pictures and displays is strictly prohibited.
4. Sale and use of alcoholic beverages permitted only when requisite legal license or permit has been obtained, and when sold or used, intoxication or offensive or objectionable conduct will not be tolerated.
5. Operation of mini bikes, motor scooters, motorcycles and go-carts is strictly prohibited.
- 5-A. Activities entailing any type of rides such as carnival or other mechanically operated rides, pony rides, pony races or similar must be stated and special permission must be obtained therefore and must appear on the permit issued.
6. Applicant shall assume full responsibility for the conduct of all persons in attendance at activity for which permit has been granted, and applicant shall be responsible for all damage to the grounds, buildings and facilities of the Society.
7. Applicant shall be responsible for supervision and proper use of bathrooms during period of activity.
8. Applicant must pay all costs of labor or supply the suitable labor necessary for set-up, use and clean up of grounds and all costs of the Society for supervision and enforcement of conditions, rules and regulations through its police or other personnel.
9. The Society shall not be held responsible for loss or theft of any personal property or damage to motor vehicles.
10. Applicant agrees to be subject to all conditions, rules and regulations of the Society pertaining to its grounds and the use thereof and subject to supervision and enforcement thereof by the Society's police or personnel.
11. Application to be completed and returned to the Fair Manager thirty (30) days prior to date requested for use of permit.
12. The Society reserves the right to reject and all applications and to revoke any permit granted for violation of conditions, rules and regulations.
13. Applicant is responsible for removal of all refuse unless arrangements have been made with fair manager and maintenance department prior to signing of application for use of the fairgrounds.
14. No pets allowed on fairgrounds except for service dogs. A service dog is defined as any dog that is "individually trained to provide assistance to an individual with a disability."

Applicant's Signature: _____ **Date:** _____

Fair Manager's Signature: _____ **Date:** _____

2017 SCHAGHTICOKE FAIR

INSURANCE REQUEST FORM

Insurance Requirement for:

List Product, Food Sold or
Services Performed

Name of Exhibitor/Concessionaire

Address

City, State, Zip

Dear Exhibitor/Concessionaire

The Schaghticoke Fair will provide General Liability coverage for licensee at the Fair under a master insurance policy. Coverage for exhibitors and concessionaires include personal liability and property damage liability with a \$1,000,000 combined single limit. Product liability is also provided. **LIQUOR LIABILITY IS SPECIFICALLY EXCLUDED.** General Liability will conform with the requirements of the contractual agreement with the Rensselaer County Agricultural & Horticultural Society.

Should you choose to participate in this voluntary insurance program, please complete this form and return with your contract and a check to Schaghticoke Fair, 69 Stillwater Bridge Rd., Schaghticoke, NY 12154 or call 518-753-4411 for further information.

1) General Liability coverage will be provided for the period of August 30th –
September 4th 2017

2) Premium Computation

A. **\$80.00 for the first location** \$ _____

B. **\$40.00 for each additional location** \$ _____

C. Total Due \$ _____

3) D. **\$100.00 Non-Fair Event** \$ _____

Thank you.