

**MIDDLESEX COUNTY FAIR ASSOCIATION**  
**P. O. Box 400, Milltown, NJ 08850-0400**  
**Agreement for use of the Middlesex County Fairgrounds**  
**Non-Profit/Profit Making Organization**

**Applications for use of the fairgrounds must be made at least sixty (90) days before the event.**

Group submitting Contract: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

Street: \_\_\_\_\_ Town: \_\_\_\_\_ Phone: \_\_\_\_\_

Date(s) of Event \_\_\_\_\_ Hours: \_\_\_\_\_

**If the event extends into evening hours, lighting must be provided by the rental organization.**

Description of Activity: \_\_\_\_\_

Facilities Required: Electric \_\_\_\_\_, Water \_\_\_\_\_, Parking lot \_\_\_\_\_, Entire Grounds \_\_\_\_\_

Approximate number of people expected on grounds: \_\_\_\_\_

**Depending upon the size of crowd, security & traffic control must be provided by rental organization.**

**ALL APPLICANTS MUST AGREE TO THE FOLLOWING CONDITIONS:**

**INSURANCE COVERAGE:** It shall be the responsibility of the organization using the Fairgrounds to obtain a public liability insurance policy to cover itself, listing the MIDDLESEX COUNTY FAIR ASSOCIATION INC. as additional insured. The minimum required coverage is: \$1,000,000 bodily injury, \$100,000 property damage, and \$2,000 medical, per occurrence, and a general aggregate of two million. A policy certificate noting the co-insurance must be in the hands of the Fair Association 30 days prior to the event. The coverage period must include the days you plan for set-up, the days of the event, and the days you plan for cleanup and removal of your possessions from the Fair Grounds.

**SANITARY FACILITIES:** For any activity of one full day's duration or more, sanitary facilities (porta-johns) must be provided by the sponsoring organization. **P & W Services 1-866-286-4538**

**GROUND CLEANUP AND GARBAGE REMOVAL:** The sponsoring organization shall clear the grounds of debris and trash to the satisfaction of the Fair Association. CLEAN UP MUST BE DONE AT THE CONCLUSION OF THE EVENT AND GARBAGE MUST BE REMOVED AT THAT TIME. A \$2,000.00 security deposit shall be posted to assure compliance. Damaged grounds or facilities during the event (i.e. cooking oil, ruts) shall be repaired by the group or person renting the grounds, at their expense. In addition, any environmental damage to ground (i.e., fuel, oil leaks or spills, sewage) shall be repaired by the rental organization. **JPR CLEANING SERVICES (JOHN PAOLO) 732-979-1350**

**ELECTRICITY AND WATER:** The Association will be responsible for turning on and off the electrical power. SPONSORS MUST REQUEST THIS and must pay all energy costs. The rental organization is only allowed to use the electrical outlets provided. Any modifications must be arranged beforehand with the Fair Association's Ground Manager. Minimum Charge for Electric is \$500.00 1-day event; \$750.00 2-day event.

<b><u>DONATION:</u></b> Profit organization:	<b>\$5,000</b> 1-day event, <b>\$2,500</b> each subsequent event day
Non-Profit organization:	<b>\$2,000</b> 1-day event, <b>\$500</b> each subsequent event day
Grounds Manager's Fee:	<b>\$500</b> 1-day event, <b>\$650</b> 2-day event
Electric/Water	<b>\$500</b> 1-day event, <b>\$750</b> 2-day event
Refundable Cleanup deposit:	<b>\$2,000 per event</b>

(Subject to change without notice)

Included in this donation: 2 days before the event and 2 days after the event.

**All monies must accompany this signed contract and be presented in person, at the monthly Middlesex County Fair Association meeting.** Meetings are held on the third Monday of every month, except for December when there is no meeting. **(Please call to be scheduled for our next meeting - 732-257-8858 or 732-821-8804).**

**ALCOHOLIC BEVERAGES:** Alcoholic Beverages are strictly prohibited at all times.

**DATES:** The fairgrounds will not be available to any organization or entity for use, which will be like the annual fair. The Board shall make the decision whether the affair proposed by the applicant meets the above conditions. Please submit a letter of referral from the last place where the event was held.

**VENDORS AND CONCESSIONS:** There shall be no electric cooking; All cooking must be done with propane. People are not permitted to live in trailers or any other living accommodations on our property before/during the event. 4-H property and the two large rings are not included in this agreement. No large rides are permitted, only small children's blow-ups. *Please submit a diagram of how you plan to use the grounds.*

**MILLTOWN RESCUE SQUAD – will.kaplan@milltownrescuesquad.org**

**PERMITS:** This agreement only guarantees permission to use the Fairgrounds. A PERMIT/LICENSE for the event MUST be obtained from the Township of East Brunswick before the Fair Association's approval is final. The Sponsor must also obtain all other municipal permits that may be required. Township permits require at least 60 days to obtain.

**CANCELLATION:** If the event is canceled, the following refund policy will apply: 90 days prior to the event - full refund; 60 days prior to event - half refund.

I/We have read and understand the "Conditions for Use of the Middlesex County Fair Grounds" and agree to abide by same. It is also agreed that this event will be policed to maintain order and will be carried out in a reputable manner. Should any of these conditions be violated, the FAIR ASSOCIATION reserves the right to terminate the event at any time or refuse future use of its facilities.

Signature of the Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Official Fair: \_\_\_\_\_ Date: \_\_\_\_\_

**Twelve complimentary passes are to be provided for Trustees & Officers.**