

4H/FFA Center Building Rental Info

The main room measures about 60 feet wide by 80 feet long.

There are @ 40 - 8 Ft Rectangular tables and @ 290 chairs available for use.

\$150 DEPOSIT REQUIRED (refundable pending inspection after event)

\$50 Small Meeting Room & Kitchen Only

ONE DAY Rate (in and out SAME DAY) \$200

Friday Noon – Sunday Noon (pending no other paid bookings) \$400

\$75 each additional day

No household auctions will be allowed in the 4H/FFA Center.



1. 40 - 8 foot rectangular TABLES AND 290 CHAIRS ARE AVAILABLE FOR YOUR USE. Seating capacity is approximately 300 banquet style
2. A PA SOUND SYSTEM IS AVAILABLE.
3. **NO WALL or CEILING DECORATIONS OF ANY KIND ARE ALLOWED. NO HOLES OR USE OF ANYTHING THAT WILL DAMAGE THE WALLS OR CEILING!!**
4. **NO SMOKING ALLOWED IN BUILDING.**
5. **LIQUOR WILL BE SERVED ONLY BY AUTHORIZED PERSONNEL.** Renter must contact Carol Root at Greenfield Bowl (641-743-2160) at least 14 days if possible prior to event regarding estimated number attending.
NO OTHER ALCOHOL WILL BE ALLOWED ON THE ADAIR COUNTY FAIRGROUNDS. It is a contract violation to bring outside alcohol to your events.
6. **If there are no other paid bookings**, the rental rate is from noon on the day before the rental until noon on the day after the main rental day. For example: For Saturday rentals, **if there are no other rentals**, the key may be picked up after 12 pm on Friday and the building **must** be cleaned and vacated by 12 pm on Sunday or additional rates will apply. The deposit can be withheld if these guidelines are not followed. Additional day \$75 each.

A \$150 DEPOSIT will be necessary at the time of reservation and will be returned if cancelled 30 days prior to event. This covers single and multi-day events. **The entire rental amount (NOT RENT MINUS DEPOSIT) will be due 7 working days prior to use of the building or contract may be VOID.** The keys may be picked up the day before the event (if nothing is booked). When keys are returned the building will be inspected. If inspection is passed the deposit will be returned by check. If any cleaning or damage repair is needed or any items in this contract are violated, the entire \$150.00 will be forfeited and the total amount of damages will be the responsibility of renter.

Renter Responsibilities: Renter is responsible for cleaning the building, which shall include:

1. Clear & wipe down tables/chairs
2. Clean Kitchen
3. Sweep, mop, vacuum floors
4. Clean and scrub bathrooms
5. Turn off lights
6. Put garbage in dumpster
7. Be sure building is locked when you leave.

Cleaning supplies are located in the storage room and paper products are located in a kitchen cupboard.

The owner is to be held harmless in the event of injury or accident while this agreement is in force.

If there are any problems when you arrive to set up (or anytime during your event) please let us know immediately. We want this to be a positive experience for everyone involved!

For booking info call 641-743-2856 or use the contact form on the website.