

EXHIBIT A
APPLICATION FOR USE OF ALACHUA COUNTY FAIRGROUNDS
Alachua County Manager's Office
12 SE 1st Street, Gainesville, FL 32601

PLEASE PRINT OR TYPE

NAME OF APPLICANT & TITLE _____ **DATE** _____

ORGANIZATION/COMPANY HOSTING EVENT _____

PROFIT _____ **NON-PROFIT** _____ **TAX EXEMPT No.:** _____
(Provide tax exempt Certificate)

ADDRESS _____ **CITY** _____

STATE _____ **ZIP** _____ **TELEPHONE** _____

E-MAIL: _____ **WEBSITE:** _____

FEIN/EIN No. and/or SunBiz Document ID No.: _____

DRIVERS LICENSE No.: _____

EVENT DETAILS

Event Dates & Times: _____ Event Type: _____

Pre-Event Setup Dates & Times: _____ Post-Event Cleanup Dates & Times: _____

Please provide contact information for event details, on-site representative, and for "public information":

Name & Title: _____ Phone Number: _____

E-mail: _____ Website: _____

Public Contact Phone Number(s): _____

Will you be selling, serving alcohol? Yes No

Will you use a vendor to provide alcohol? Yes No

NOTE: If a vendor will be used to provide alcohol the vendor must also follow the insurance requirements (exhibit D)

If a vendor is not used how will the alcohol be provided? _____

Will there be any food service provided? Yes No

Will there be any animals at the event Yes No

Will the activity be open to the public? Yes No

Will admission be charged? Yes No

Will there be special equipment or use of any hazardous materials? Yes No

Will there be any temporary structures or tents? Yes No

Size of structures or tents: _____

The number of participants and/or public that will attend: _____

The number of staff members that will be on hand: _____

FACILITIES REQUESTED

PROPERTY: Alachua County Fairgrounds, 3100 N.E. 39th Avenue, Gainesville, FL 32609
(See Site Plan on pg. 23)

- EXHIBITION BUILDING & PARKING LOT
- EXHIBITION BUILDING, POLE BARN, GROUNDS & PARKING LOT
- POLE BARN, GROUNDS & PARKING LOT

FEE SCHEDULE

BUILDING ONLY (25,000) Square feet Parking included if no parking fee charged.	\$ 850.00 per calendar day \$1,550.00 week-end (Saturday & Sunday)
GROUND AND POLE BARN Parking included if no parking fee charged.	\$ 700.00 per calendar day \$1,000.00 week-end (Saturday & Sunday)
BUILDING, POLE BARN & GROUNDS Parking included if no parking fee charged.	\$1,550.00 per calendar day \$2,250.00 week-end (Saturday & Sunday)
NON-RESERVED recurring (weekly or monthly) activity	\$ 15.00 per hour per area.
DEPOSIT	\$1,000.00
INITIAL SITE PLAN REVIEW AND INSPECTION BY FIRE MARSHAL	\$ 90.00

ADDITIONAL FEES: Other agencies such as the Sheriff's Office, City of Gainesville, Fire Marshal, and others may require payment of additional fees for permits, inspections, security, and other activities based on the size and complexity of the proposed event. **Sales Tax will be charged on all rentals.**

It is the responsibility of the Licensee to obtain any such licenses, permits inspections or additional security and pay all fees associated with such. The Licensee shall provide written proof that all necessary licenses, permits inspections or additional security have been obtained and required fees have been paid.

SET UP, TAKE DOWN, and CLEAN UP are to be accomplished within the rental time period. If additional time outside the rental period is needed for set up, take down and clean up then additional rental days will be charged.

Note: Any building rentals that use the grounds for vendors, camping, etc. will be charged for both building and grounds according to the fee schedule.

Applications for use of the fairgrounds will not be taken more than one year in advance of the proposed event.

RENTAL AMOUNT

Facility Fee	_____
Deposit	_____ \$1,000.00
Site Plan Review	_____ \$90.00
Total Rental Fee	_____

(Due no later than 4 weeks before the rental date)

Non-Refundable Amount Due Upon Submittal of Application: _____

(\$90 Plan Review Fee plus 50% of Facility Fee)

By signing this application the applicant acknowledges:

- I have read the application package including Exhibits B-H.
- The information provided in this application is a true and accurate depiction of the proposed event.
- The applicant is authorized to submit this application In behalf of the responsible organization/company Identified in this application.

Applicant

Print: _____

Title: _____

I have read the "Application Process", "Alachua County Fairgrounds General Rules", "License Agreement for Use of the Alachua County Fairgrounds", and the Insurance requirements.