

# Rider to the Rental Agreement for the Phoebe & Ralph Shotwell 4-H Educational Exhibit Hall

(hereafter referred to as “the building”):

- 1) During the non-fair season of the Sussex County Fairgrounds, the building may be used for official 4-H events (clinics, workshops, fundraisers, etc.), but not for club meetings.
- 2) a) A 4-H event is one that is sanctioned by 4-H staff at the county, state, or national level; b) events that are sanctioned solely by other than 4-H staff will not be regarded as official 4-H events.
- 3) For maximum availability of dates, it is recommended that all 4-H scheduling requests be made well in advance, or at the latest by the first day (Sept. 1<sup>st</sup>) of the project year in which the event will be held.
- 4) a) Scheduling requests for 4-H events shall be submitted exclusively to the President of the Sussex County 4-H Educational Exhibits Hall Committee, Inc.
- 5) Notice of the cancellation of a scheduled 4-H event must be given immediately to the President of the Sussex County 4-H Educational Exhibits Hall Committee, Inc.
- 6) Scheduling of non 4-H events shall be submitted exclusively to the Manager(s) of the NJ State Fair / Sussex County Farm & Horse Show.
- 7) 4-H affiliates must submit a minimum of one (1) alternate date when requesting a reservation for an event.
- 8) 4-H events to be held in the building will be subject to the same provisions and restrictions as non 4-H events, with the exception that the rental fee will be waived for 4-H events.
- 9) Any group that uses the building shall be responsible for damage to the building incurred during its use.
- 10) It is not permitted to affix items to the walls, doors, floor or ceiling of the building, or to any fixtures in the building, by means including but not limited to staples, nails, screws, tacks, pins, tape or adhesives of any kind. Upon request, a representative of the Sussex County 4-H Educational Exhibits Hall Committee, Inc. will provide a safe means of displaying items in the building.
- 11) Each group is responsible for clean-up and must leave the building in the same condition as prior to its event.
- 12) No vehicles shall be permitted inside the building at any time; vehicles used for loading and unloading materials must be operated outside the building.
- 13) SECURITY DEPOSIT: \$100.00 per rental, due at signing of contract, to be refunded if there are no damages; to be retained for damages of up to \$100.00; renter liable for all damages greater than \$100.00.

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