

**RENTAL FEES for 4-H BUILDINGS**  
**Montgomery County Extension Office 765.364.6363**  
**400 Parke Avenue, Crawfordsville, IN 47933-1525**

Rates Effective as of March 12, 2008

**\*\* Rates are based on an eight (8) hour period \*\***

**\*\* Additional charge of \$25/hour for any additional hours \*\***

**\$100 Charge for Lost Key**

**\$10 Charge for Forgotten Key**

<b>\$250 Deposit Due at time of booking event - Refundable after janitor's inspection. Balance due prior to rental date/event</b>	<b>Refundable Damage Deposit</b>	<b>Rate</b>	<b>Janitor fee</b>
Deposit is refundable ONLY if Extension Office is given 30 days advance notice of cancellation.			
<b>4-H Building Auditorium</b>			
Commercial - Auctions, money-making functions	\$ 250	\$250	10.00/hr.
Non Commercial - Meetings, receptions, garage sales, political fundraisers	\$ 250	\$150	10.00/hr.
Not-for-Profit	\$ 250	\$100	10.00/hr.
Kitchen		\$ 35	
Kitchen - Commercial		\$100	
Maximum - 480 people meeting style room set-up			
Maximum - 240 people around table style room set-up			
<b>Options</b>			
Public Address System - CD/Tape Player, Cordless/Lapel Microphone (4-H Bldg. only)		\$ 35	
Piano - (4-H Bldg. only)		\$ 25	
Tables Covered - Charge is Per Table - white		\$ 1	
Set-Up - Day prior to activity - charge is per hour		\$ 25	
<b>4-H Building Lounge</b>			
Non Commercial - Meetings, receptions, garage sales, political fundraisers	\$ 250	\$100	10.00/hr.
Non Commercial	\$ 250	\$ 75	10.00/hr.
Not-for-Profit	\$ 250	\$ 60	10.00/hr.
This is a 30' x 40' room that will hold approximately 50 people around tables			
<b>4-H Exhibit Hall</b>			
Commercial	\$ 250	\$150	10.00/hr.
Non Commercial - Meetings, receptions, garage sales, political fundraisers	\$ 250	\$125	10.00/hr.
Not-for-Profit	\$ 250	\$100	10.00/hr.
Maximum - 213 people meeting room style room set-up			
Maximum - 100 people around table style room set-up			
<b>Janitorial Services</b>			
Commercial Only Fee - when time exceeds normal 8 hour time-frame		\$ 50	
Additional Fee - to cover trash pick-up, janitorial fees and utilities			

**Grounds/Barns**

Written request for use of Arena and Barns must be done through the 4-H Inc. Board of Directors  
Please include time, dates and building needed with request.  
The 4-H Inc Board meets the second Wednesday of most months.

**Concerts and similar activities must have proof of liability insurance and proof of security**

- No Smoking Allowed in Any 4-H Buildings**
- No Alcoholic Beverages Allowed on Fairgrounds**
- No bicycles or Skateboards Allowed in Buildings**
- No Bingo Games Allowed on the Fairgrounds**

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