Special Events Rates

The Cloverdale Citrus Fair has a wide variety of buildings and rooms available for rent to the general public. The fairgrounds are located in picturesque Cloverdale on Highway 101 in Northern Sonoma County. The size, central location, accessibility and large parking area make the Cloverdale Citrus Fairgrounds a popular site for all types of events: Receptions, award dinners, meetings, celebrations of life, fundraisers, and more!

ROOMS	CAPACITY		DAILY RATE** Utility & Trash Disposal Included	SECURITY DEPOSIT
	DINING	ASSEMBLY		
Auditorium - 80x80	400	500	$1,000	$500
Exhibit Hall - 66x105	400	500	$750	$400
Lobby (includes restrooms)	N/A	N/A	$200	$200
Tea Room - 35x65	125	175	$400	$300
Warner Hall - 90x50	200	300	$600	$400
Camellia Room - 20x50	50	50	$150	$300
Kitchen (**ice is extra**)	N/A	N/A	$250	$300
Commercial Room - 75x50	200	250	$500	$300
Pole Barn - 60x140	N/A	N/A	$400	$300
Main Parking Lot			Starting at $625	Based on event type

- **Insurance**: Proof of insurance in the amount of $1,000,000.00 is required to rent. A certificate of insurance must be provided by the renters insurance company and have the following verbiage: ***"That the State of California, the California Fair Services Authority, the District Agricultural Association, County Fair, the County in which the County Fair is located, Lessor/Sublessor if fair site is leased/subleased, Citrus Fruit Fair, California Exposition and State Fair, or Entities (public or non-profit) operating California designated agricultural fairs, their directors, officers, agents, servants, and employees are made additional insured, but only insofar as the operations under this contract are concerned."***

  If this is not provided, insurance must be purchased through California Fairs Insurance Authority. Rates for rental insurance
  - 100 or fewer people - $90.00
  - 101 to 500 people - $135.00
  - Over 500 people – needs special quote

- **Deposit**: The rent of each room requires a security deposit. Deposit is based on the rooms rented. The deposit is required to secure the date. If there are damages or additional clean-up to be performed by Citrus Fair Maintenance, you will be charged a fee at the rate of $30.00 per hour plus cost of repairs or replacement. This will be deducted from your deposit.

- **Cancellations**: A cancellation fee will be retained if event is cancelled at any time. If event date is moved, a rescheduling fee may apply. **No refunds of deposit or rental fee if cancelled within thirty days of the event date**.

- **Payment**: Check, cash, or credit card may be used to make payments. All rental amounts (rent, insurance, security, props) must be paid in full no less than thirty days prior to event.

- **Security**: Security is required for the protection of our renters as well as the fairgrounds.
  - Two security guards are required for any event.
  - Events serving alcohol will be required to have security guards based on the number of guests in attendance (final guard number determined by Management).
  - Security rates are ***$38.00 per hour per personnel subject to change.***
  - Minimum guarantee for each guard is four hours.

- **Curfew:** The Citrus Fair strives to be a good neighbor. The following curfew must be followed:
  - Alcohol service stops at 10:00 PM (or 1 hour prior to event ending).
  - Music stops by 11:00 PM (or at the time the event ends).
  - All guests must leave by 11:00 PM
  - Only cleaning crew until 12:00 AM (midnight)
  - Facility vacated by 12:00 AM (midnight)

- **Alcohol:** Proper alcohol service rules must be followed. If not, security reserves the right to shut down the event with no refund to the renter.
  - **Alcoholic beverages will be served in a clear plastic cup.**
  - **Sodas will be served in a colored plastic cup.**
  - No glass or cans may be served to guests.
  - Alcohol service will cease one hour prior to end of event.
  - If minors are observed to be drinking, event may be shut down by security with no refunds.
  - **Alcohol is not to be served until Security personnel are on the premises**.
  - Alcohol policy is one keg per one hundred (100) people attending.

- **Ice and Fridges:** Ice bags of 20 pounds are available for $5 per bag. The Pepsi Fridge (located in the lobby behind the counter) is available to rent for a $50.00 fee. The Auditorium Fridge (located in the back of the Auditorium behind the bar/counter) is available to rent for a $50.00 fee. This refrigerator is not intended to store food, only beverages.

- **Pre-Deco and Post-Deco**: Renters may extend their rental to the day before (pre-deco) or the day after for clean-up (post-deco). Fee is ½ the regular rate. Pre-Deco and Post-Deco are not guaranteed and subject to availability.

- **Returned Checks**: Any returned check is subject to a $30.00 fee.

__ALL RATES SUBJECT TO CHANGE WITHOUT NOTIFICATION__

****Nonprofit Rate**: Local Nonprofit organizations holding 501(C) 3 status receive a 25% discount on room rental rates only. Proof of 501(C)3 status (IRS determination letter) is required.

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