

FACILITIES RENTAL APPLICATION

Contra Costa Event Park

1201 West 10th Street Antioch, CA 94509

Phone: 925-757-4400 Fax: 925-757-9514

Website: www.contracostafair.com



Event Type (circle one): Wedding / Quinceneara / Fundraiser / Crab Feed / Car Show / Festival / Expo / Craft or Hobby Show / Other (please specify): _____

Applicant name: _____ Contact name: _____

Address: _____

Phone: _____ Cell _____ Email _____

Event Date: _____ Facility Requested _____

Number of Guests: _____ Event Hours: _____ Set up Hours _____

Equipment Needed: Tables: round or rectangle _____ Chairs: black or white _____

Additional equipment needed: _____

Will additional equipment be brought in: _____ (Jumpy/Petting Zoo/etc.)

Admission price (if applicable): _____

Will you be serving liquor: Yes * _____ No _____

***Renter understands alcohol is required to be purchased thru the CC Fair Heritage Foundation**

***1 security guard required for every 50 guests if serving or selling alcohol at event**

List 3 References:

1 _____ Phone _____

2 _____ Phone _____

3 _____ Phone _____

Renter understands that paid deposit is required to secure requested date.

Signature of Applicant: _____ Date _____

FOR OFFICE USE ONLY

Deposit _____

Rental Space (s): _____

Cost: _____

Additional Costs:

Staff : \$240 per attendant X number required _____ = _____

Utilities : \$25 per space X spaces used _____ = _____

Insurance: _____

Equipment: Tables (Round \$8/Rectangular \$5) X number needed _____ = _____

Chairs (Black or White \$2 per chair X number needed _____ = _____

Other equipment:

Cost: _____

Security (1 guard for every 50 guests with alcohol/1 for every 100 guests without)

Number needed: _____ X \$30 per guard per hour = _____

Any additional costs

Liquor Insurance: _____

Early Set Up: _____

Total estimated costs for contract: _____