

# El Dorado County Fair & Event

A 501 c 3 Nonprofit | 100 Placerville Drive, Placerville CA 95667 | Office: Monday - Friday | (530) 621-5860 | [eldoradocountyfair.org](http://eldoradocountyfair.org)

Event Name (or description): \_\_\_\_\_ Today's Date: \_\_\_\_\_

Organization/Business Name: \_\_\_\_\_ Non-profit: YES  NO

Contact Person(s): \_\_\_\_\_ Title: \_\_\_\_\_

Person Signing Contract: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Event Info # (for the public): \_\_\_\_\_

Email: \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Est. out of County Attendance: \_\_\_\_\_ Est. RVs: \_\_\_\_\_ Est. Hotel Rooms: \_\_\_\_\_

Will you have vendors selling food/merchandise on grounds? YES  NO

Date(s) First Choice: \_\_\_\_\_ Date(s) Second Choice: \_\_\_\_\_

Setup Time (Arrival): \_\_\_\_\_ Teardown Time (Departure): \_\_\_\_\_

Beginning Time of Event: \_\_\_\_\_ Ending Time of Event: \_\_\_\_\_

**Building/Area (Select all that apply to your reservation)**

<input type="checkbox"/> American Legion Oak	<input type="checkbox"/> Concession Stand _____ (stand #)	<input type="checkbox"/> Marshall Reception Hall WITH KITCHEN	<input type="checkbox"/> Plaza
<input type="checkbox"/> Avenue Blacktop	<input type="checkbox"/> Corker Building	<input type="checkbox"/> Marshall Reception Hall WITHOUT KITCHEN	<input type="checkbox"/> Tiki Shack/Bar
<input type="checkbox"/> Back Lawn	<input type="checkbox"/> Henningsen Arena Equestrian Use Only	<input type="checkbox"/> Milton Pavilion Equestrian Use Only	<input type="checkbox"/> Tiki Stage
<input type="checkbox"/> Capital Bar	<input type="checkbox"/> Main Lawn including Apple Tree & Beer Tree	<input type="checkbox"/> Organ Room	<input type="checkbox"/> Vicini Family Pavilion A / B
<input type="checkbox"/> Chuck Wagon Kitchen	<input type="checkbox"/> Mark D Forni WITH Kitchen	<input type="checkbox"/> Organ Room Lawn Area	<input type="checkbox"/> Wine Garden
<input type="checkbox"/> Concession Row Blacktop	<input type="checkbox"/> Mark D Forni WITHOUT Kitchen	<input type="checkbox"/> Pavilion D	

**Services/Amenities (Select all that apply to your reservation)**

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Art Panels (gray) (3' X 7') # _____   | <input type="checkbox"/> Chairs Outdoor # _____  | <input type="checkbox"/> Pens Horse (12' X 12') # _____ | <input type="checkbox"/> Stages 1' high # _____    |
| <input type="checkbox"/> Audio/Visual System (Forni Bld. only) | <input type="checkbox"/> Dumpster # _____        | <input type="checkbox"/> Pipe & Drape # _____           | <input type="checkbox"/> Tables – cocktail # _____ |
| <input type="checkbox"/> Bar (8' X 2') # _____                 | <input type="checkbox"/> 1 Yard Trashcan # _____ | <input type="checkbox"/> Portable Radios # _____        | <input type="checkbox"/> Tables - 8 ft # _____     |
| <input type="checkbox"/> Bleachers Inside # _____              | <input type="checkbox"/> PA System Portable      | <input type="checkbox"/> Propane BBQ                    | <input type="checkbox"/> Tables - 6 ft # _____     |
| <input type="checkbox"/> Bleachers Outside # _____             | <input type="checkbox"/> Pens Small (5' X 5')    | <input type="checkbox"/> Large Stage/Showmobile         | <input type="checkbox"/> Tables - picnic # _____   |
| <input type="checkbox"/> Chairs Indoor # _____                 | <input type="checkbox"/> Pens Large (10' X 10')  | <input type="checkbox"/> Stages 3' high # _____         | <input type="checkbox"/> Tables - round # _____    |

**If you are planning a big event that requires the lower portion of the fairgrounds or grandstands, please phone the office at 530-621-5820 to discuss your needs and fill out the special event application.**

**Marquees:** Please see respective forms for more details.

- Marquee (single-sided stationary - includes 4 lines of text.) **Dates:** \_\_\_\_\_
- Marquee (electronic – includes 3 lines of text) **Date:** \_\_\_\_\_

**Food and Beverage: (Check all that apply)**

- |                                       |  |
|---------------------------------------|--|
| <input type="checkbox"/> Selling Food | <input type="checkbox"/> Selling Alcohol (additional insurance required) |
| <input type="checkbox"/> Serving Food | <input type="checkbox"/> Serving Alcohol (additional insurance required) |
- Public Health Permit May Be Required. Contact Environmental Management:** P. (530) 621-5300 F. (530) 642-1531  
2850 Fairlane Ct., Placerville, CA 95667
- ABC Permit May Be Required. Contact ABC:** (916) 227-2002  
3321 Power Inn Road, Suite 230, Sacramento, CA 95826  
[SAC.Direct@abc.ca.gov](mailto:SAC.Direct@abc.ca.gov)

There is a **\$200 deposit** required at time of application to hold your date. This will be applied to the rental fees for the event. Users of the Fairgrounds must provide a certificate of insurance in the amount of no less than \$1,000,000 combined single limits, bodily injury, and property damage, listing the State of California, the County of El Dorado, and the El Dorado County Fair Association, their agents, servants and employees as additionally insured.

Please write in the space below any additional notes or requests.