



El Dorado County Fair & Event Center

A 501 c 3 Nonprofit | 100 Placerville Drive, Placerville CA 95667 | Office: Monday - Friday | (530) 621-5860 | 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)

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

- Selling Food
 - Selling Alcohol (additional insurance required)
 - Serving Food
 - 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**

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.