



BARBEQUE PIT REQUEST FORM

Required for all groups/individuals/businesses wishing to use the Barbeque Pit owned by the Highland County Fair Association. This form must be completed and presented for approval to the address above at least 30 days prior to need. Return requirements to: Highland County Fair, PO Box 366, Monterey VA 24465 or info@highlandcountyfairva.com

Name of Group _____ Date/s Requesting Use _____

Contact Person for Group _____ Phone Number _____

Email _____

Description of Event _____

This agreement outlines the terms and conditions for the use of the Highland County Fair Barbeque Pit ("the Pit"). By signing this agreement, the user ("the User") agrees to the following terms:

FEES & DEPOSIT: Fees and deposits are charged to offset the costs of maintaining the Pit and ensuring it's cleaned appropriately after use. The Fair Board reserves the right to charge additional fees. A \$200 deposit is required 7 days prior to the scheduled use of the Pit. \$150 of the deposit will be returned upon inspection by a Fair Association member, contingent upon the Pit being properly maintained and cleaned after its use. User must contact Fred Frye at 540-468-2680 after the Pit is cleaned and ashes removed for inspection. If fees are not paid before the date of the event, user will be declined its request for use. Any items damaged or destroyed during use will need to be presented to the Fair Board for action.

CLEANING REQUIREMENTS: The Pit must be cleaned within two weeks of use unless it has been reserved for consecutive weekends. In that case, it must be cleaned and inspected before the next use. The User must supply all cleaning materials and supplies. The following cleaning procedures must be adhered to:

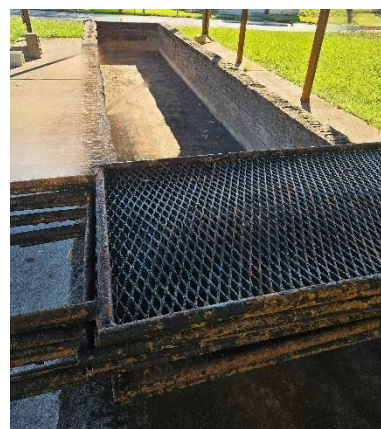
- Racks: Remove all food particles and residue from the racks. It's recommended residue be burnt off using a weed burner but other means of removal can be used. Do NOT use a wire brush to scrub off any burnt material as this may leave wire bristles. Alternatively, a scotch-bright like material scrubber may be used if applicable. Rinse the racks thoroughly with water if necessary.
• Ashes: Remove all ashes from the Pit. Allow the ashes to cool completely before disposal. Place the ashes in a designated ash disposal container. If a disposal container is not supplied by the Fair, ashes are to be removed from the grounds by the User.
• Trash and Supplies: Once finished with the Pit, remove any trash, tables, and any other supplies provided by the User.

INSURANCE: User must carry liability insurance. A certificate of liability insurance is required with the application. The user must include the Highland County Fair Association as an additional insurer. Please see the Sample Insurance Requirements attached. If the Certificate of Liability is not received before the date of use, the user will be declined its request. The Fair Association has general liability insurance. Users should consult their insurance brokers for proper coverage on liability and inventory. In most cases a rider can be attached to existing insurance policies. Neither the Highland County Fair Association nor its agents or employees, nor the participating members, nor their agents or employees, shall be liable for any damage to the property of or for the loss of any business to the user, or for any loss of the user by theft, damage by fire or other means, or for injuries to the user, its employee, agents, or customers or guests arising from any cause or matter whatsoever. If you need to request a waiver please email info@highlandcountyfairva.com

HEALTH DEPT: The User must complete an Application for a Temporary Restaurant Permit (Form CSHD 4.26) if food is prepared and/or sold on the premises. The permit can be obtained from the local Health Department 540-468-2270. Sellers of food, packaged or unpackaged, must meet Virginia Department of Health codes. Additional information can be found at https://www.vdh.virginia.gov/. The Fair is not responsible for food prepared or sold on the grounds.

I have read, understand and will adhere to this agreement:

Signature _____ Date _____



SAMPLE Insurance Requirements

The requirements listed are minimum limits only and do not limit liability or obligations.

⌚ Required minimum limits for the above coverage are as follows:

General Liability -

\$1,000,000 each occurrence

\$ 100,000 Fire Damage

\$ 10,000 Medical Expenses

\$1,000,000 Personal and Advertising Injury

\$2,000,000 General Aggregate

\$2,000,000 Products/Completed Operations Aggregate

Automobile Liability – Including Hired Auto and Non-Owned Auto

\$1,000,000 Combined Single Limit

Workers Compensation & Employers Liability Insurance -

Statutory Limits for Workers Compensation

\$1,000,000 each accident

\$1,000,000 each occurrence by disease

\$1,000,000 by disease - policy limit

⌚ Highland County Fair Association Inc. shall be named additional insured on the liability policies listed above (except Workers Compensation) in connection with the services to be provided.

⌚ This insurance for the additional insured shall be as broad as and at the same limits as that of the named insured.

⌚ Insurance shall be primary and any insurance maintained by the Additional Insured shall be excess and non-contributory until all the limits of insurance have been exhausted through the payment of claims.

⌚ All rights of subrogation are waived for the policies listed above, including workers compensation.

⌚ The policies listed shall provide for 30 days' advance written notice by certified mail of cancellation, termination or alteration of any policy.

