

*Your Special Event*  
at  
*Weston County*  
*Fairgrounds*

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The Weston County Fairgrounds is the ideal location for any wedding, reception or special event. With room for up to 350 guests, our multi-purpose facilities and flexibility will put you and your family at ease on your special day. Our full-service commercial kitchen is ideal for you or your caterer to prepare and serve the meals.

### *Event Center Fees, Deposits & Payments*

Events Center \$250.00 per day

Cary-In Kitchen w/building rental \$50.00 per day

Building Deposit \$300.00

8-Hour Kitchen Rental \$100.00

One Section of Events Center \$100.00 per day

All deposits are required. If no damages are incurred and suitable cleaning is performed, the deposits will be refunded. Payment of the deposit will be due 30 days prior to the event.

### *Events Center & Kitchen*

The Events Center the largest of our multi-purpose facilities. It is a metal building measuring 100'x78' and can accommodate up to 350 guests. The main hall is 100'x54' and can be divided into three 33'x54' sections. There is a service window from the full commercial kitchen, with gas commercial stove and oven, convection oven, dishwasher, ice machine, 3-compartment sink, hand sink, prep sink and a large refrigerator and freezer. The building is also equipped with a sound system, with available wireless mic, projector, screen, and portable stage, for an additional deposit/fee. The building heated and has air conditioning. It also has a coffee bar, large ADA compliant bathrooms, and conference room.

### *Parking*

Parking is permitted in the parking lot and in designated grassy areas. is permitted in the parking lot and in designated grassy areas.

### *Food & Beverages*

You may provide your own food and service personnel or hire a caterer. Alcohol is permitted to be served. All alcohol sold must be dispensed

by licensed and trained servers. Sold alcohol will require the proper permits and liability insurance.

*Music*

A sound system is available for you, your band or DJ to use. Microphones, projector, and screen are also available with a \$50 refundable deposit.

*Smoking*

Smoking is not permitted in any building, only permitted in designated areas. Please use receptacles to distinguish smoking materials. Camping Weston County Fairgrounds has 20 camping spots on the grounds with electrical hookups and access to water hydrants. Cost for camper hook-ups is \$15/day. Dry camping is also available for no charge.

*Decorating Policy*

You and/or your decorator are welcome to decorate as you wish. All candles must be enclosed in glass. No open flames are allowed inside or outside any building. All tape, string, etc. used for decorations must be removed from walls, doors, windows, ceiling, beams and all other fixtures to ensure deposit refund. Nails, staples and tacks are not permitted. All confetti, artificial flower petals, etc. must be picked up from the grounds.

We also have linens available for rent in black, white, burgundy, ivory and limited availability in sandalwood, green, chocolate, red, royal blue, chocolate, red, pink, gold, rust, navy.

- 85"x85" for round tables.....\$1.35/table cloth
- 52"x110" for rectangle tables.....\$1.45/table cloth
- Napkins (available in all colors).....\$.20/napkin
- Other sizes available as well

*Equipment*

Equipment included in your rental: 30-6ft rectangle tables, 40-6ft round tables, and 350 chairs.

## *Additional Facility & Equipment Rentals*

For the smaller event we have the Open Class Building which has the capacity for 100 guests. The Open Class Building is available May-October and has access to bathrooms. We have Fair Park and the Ertman Memorial Picnic shelter, with bathroom access, is also available for rent. For events in the Open Class Building or outdoors, we have 30-6' rectangle tables, 300-folding chairs, 20-picnic tables, 6-five tier bleachers, and 40-wooden benches.

Our arenas, stalls and livestock pens are also available for rent for those wishing to get married on horseback.

Open Class Building (Capacity 100).....	\$50.00/day
Open Class Deposit.....	\$100.00
Ertman Memorial.....	\$25.00/day
Fair Park W/Building Rental.....	N/C
Without Building Rental.....	\$25.00/day
Microphone Deposit.....	\$50.00
Stage Rental.....	\$100.00
Indoor Event Set-Up/Tear-Down .....	up to \$100.00
Projector and Screen Deposit.....	\$50.00
Portable Outdoor Sound System Deposit.....	\$150.00
Table Rentals (off-site use).....	\$3.00/table/day
Folding Chair Rental (off-site use).....	\$.50/chair/day
Chair and Table Deposit.....	\$25.00
Four Season Arena.....	\$200.00/day
Outdoor Arena.....	\$300/day
Arena Deposit.....	\$300.00
Arena Set-Up/Tear-Down Fee.....	\$150.00
Stalls (Horses).....	\$25.00/head/day

