

MARION COUNTY FAIR

Location: 7300 E. Troy Avenue / Indianapolis, IN 46239
317-353-2444 Office

Mailing Address: PO Box 39225 / Indianapolis, IN 46239
317-353-2559 FAX
www.marioncountyfair@comcast.net

LIMITED SPACE AVAILABLE ~ ~ PRE-REGISTRATION REQUIRED

NO WALK-INS ACCEPTED BEFORE NOVEMBER 4
(Then, only if space is available)

August, 2018

Hello,

It will soon be time to begin our winter storage season. **Please read carefully:**

General Information:

1. Reservations will be established upon receiving your non-refundable \$50.00 deposit AND proof of insurance (the declaration page) on the item(s) being stored. This fee is per rental space being reserved (i.e.; 1 reservation = \$50.00; 2 reservations = \$100.00, etc.)
2. The amount paid as a deposit will be deducted from your total rental fee. The remainder of your fee will be due when your property is received.
3. Phone reservations will not be accepted.
4. Mail the completed information sheet and your certificate of insurance along with your deposit (check or money order) per unit reservation fee to:
Marion County Fair
PO Box 39225
Indianapolis, IN 46239

(Checks should be made payable to Marion County Fair)

5. **Payment is due upon receipt of property with no exceptions.** Final payment of balance due may be made in cash, check, or charge. Credit card payments will only be accepted on the day you deliver your item. *A \$5.00 transaction fee will be charged on all credit card payments.*
6. *There will not be an acknowledgement* of receipt of your deposit and reservation form; however, you may phone the office if you wish to verify your reservation.

We encourage you to mail your reservation form, deposit, and insurance declaration page as soon as possible.

Any property left on the fairgrounds without a signed contract and full payment will remain outside until the contract is signed and payment is received. The Marion County Fair accepts **NO** liability for any property left without authorization.

Additional charges:

- ❖ Access to rental space--\$30.00 per entry (regular fairgrounds working hours only)
- ❖ Unscheduled removal--\$50.00 per hour to remove property from storage building
- ❖ Pre-arranged removal--\$50.00 fee

The Fairgrounds does NOT accept 5th wheel campers

DROP OFF DATES AND TIMES

For Items with a Reservation:

Weekdays				Weekends	
Wednesday	Thursday	Friday	Times	Saturday	Time
October 24	October 25	October 26	10 am to 4 pm	October 27	9 am to Noon
October 31	November 1	November 2	10 am to 4 pm	November 3	9 am to Noon

The Office/Grounds will be CLOSED FOR LUNCH from Noon – 1:00 PM weekdays.

(November 3 – last day to receive property)
The grounds will be closed after November 3

When property is *dropped off* for storage, a *pick-up date must be selected*. The building where your property is placed will determine your pick-up date. The **buildings/dates will be filled on a first come/first served basis.** All property will be removed according to the schedule for pick-up.

Class A space is a building with a concrete floor; the charge is \$300.00 for the first 20 feet with an additional \$8.00 per foot over 20 feet.

Class B space is a secured outdoor area with a flat rate of \$230.00.

Please make sure there is a **minimal amount of gas in the gas tank** of your property when it is dropped off. **ALSO, please lower any poles, tops, etc.,** if possible, to enable your property to be more easily and safely stored.

Remember, final payment is due when property is dropped off for storage.

Property is measured upon arrival for storage – from trailer hitch to end of motor. Sailboats are measured to longest points. RVs, campers, etc. are measured to longest points.

Insurance is the responsibility of the owner of the property being stored. You must supply us with a copy of your insurance coverage (**declaration page**) for the item being stored. The Marion County Fair assumes no liability for loss to property.

Your pick-up date is selected when you bring your property in – not during reservations. You may want to have a 1st and 2nd choice in mind when you come in, just in case your first choice is not available.

PROPERTY PICK UP DATES & TIMES

Buildings Brought Out	Weekdays				Weekend	
	Thursday	Friday	Times		Saturday	Time
Marketplace Horticulture Building Poultry Building	March 21	March 22	10 AM to 4 PM		March 23	9 AM to Noon
Livestock Building Arts & Crafts Building 4-H Building Outdoor Area	March 28	March 29	10 AM to 4 PM		March 30	9 AM to Noon

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In inclement weather, please call the office prior to bringing your property to the fairgrounds just to ensure that we will be able to receive your property.

Remember, **you will not be notified of your property pick-up time** – so mark your calendar!

In the spring, if your property is not picked up during your arranged pick-up times, you will be charged a \$5.00 per day fee and your property will remain outside. **This will increase to \$10.00 per day for all property still on the fairgrounds after March 30, 2019.** All late charge payments must be made in cash or certified funds; checks will not be accepted. If using a credit card to pay the late fee, a \$5.00 fee will be added to the amount charged.

Please call the office (317-353-2444) if you have any rental questions that were not addressed.

Sincerely,

Bernice Keller
Executive Assistant

Dixie Agnew
Executive Assistant