

DOCUMENTS REQUIRED by LOCATION/FACILITY

At Placer County Memorial Veterans Hall

- FUR Facility Use Request form (Hard copy or On-line survey)

Once received, 4-H office will send out 2 county forms requesting signature from Club / Project leader:

- Vet Halls Rules and Regulations
- Vet Halls set-up/clean-up and Entry understanding form.

At Placer County Libraries, County or City Parks

- FUR Facility Use Request form (Hard copy or On-line survey)
- Library Application – Will be filled out by 4-H office staff.

At School location

- FUR Facility Use Request form (Hard copy or On-Line survey)
- School/District Agreement/Contract (If required by school)

At Public location – Pizza parlor, restaurant, etc.

- FUR Facility Use Request form (Hard copy or On-Line survey)

At Club / Project Leader's home or private property.

- FUR Facility Use Request form (Hard copy or On-Line survey)

Once received, 4-H office will send back an email to the Club/ Project leader (Homeowner) requesting the items outlined below:

- Attachment D (From UC Risk Management) – fill out and send back with signature
- Proof of Homeowner insurance coverage (Declaration page only)

Once 4-H office has received and processed the above, UC will send a Certificate of Insurance to provide UC's insurance coverage to the homeowner.

At Fairs, Markets, Festivals (Booths and /or attendance)

- FUR Facility Use Request form (Hard copy or On-Line survey)
- Applications and/or agreement from Fairs, Festivals, and/or Markets.