

CLAY COUNTY FAIR & EVENTS CENTER

PO Box 527 800 W 18th St.
Spencer, IA 51301

P: 712-580-3000 F: 712-580-3003



Policies, Rules, and Regulations

Clay County Regional Events Center Exclusivity includes:

Food

Ticketing (ALL Ticket Sales to ALL CCREC Events)

Phone/Internet/CTV

Electric

Water, Gas, Sewer

The CCREC retains exclusive control and right to supply all items above. The CCREC allows no outside food or alcohol to be brought into the facility. No tickets may be sold to any CCREC event until authorized by the CCREC manager through an approved and initiated CCREC facility contract. The CCREC supplies ALL phone/internet/CTV, electric, water, gas and sewer services.

The event contractor and event participants **MUST** obtain such services from the CCREC at the stated rates. Prior approval from the CCREC, in writing, is required for any exceptions.

The CCREC retains the right to interrupt, stop and remove any and all non-approved activities covered by this exclusivity section.

Smoke-Free:

The CCREC has a smoke-free environment policy that is enforced in all areas of the CCREC. This applies to all attending the event as well as any additional personnel hired, such as DJ's, entertainment, or other personnel.

Helium:

Helium balloons are not allowed in any part of the CCREC without a previously signed Waiver. CLIENT will be responsible for damages that may occur and charges that are incurred for retrieving, removing and cleaning the area affected by the balloon activity. **Helium tanks are not allowed at any time in the CCREC.**

Glitter/Confetti:

Glitter and/or confetti are **not** allowed in any part of the CCREC. Should this policy not be followed an additional and appropriate charge will be added to the final billing for the clean up of this material.

Fire/Open Flame:

The CENTER allows no open flame in any part of the facility. Special arrangements must be approved in writing by the CENTER and shall include that all candles must be enclosed in hurricane lamps, votive holders or such.

Information/Requests:

Information/requests received within ten (10) days for this event may result in additional charges.

Two Weeks Prior To Your Event: To allow for proper planning and service, your Event Contract should be approved by you, signed and returned to the facility no later than two weeks prior to your scheduled event. By not following this statement your contract could be terminated.