

The following check list must be completed with the fairgrounds caretaker within 24 hours prior to use and again after the event, the caretaker must present this Assessment before deposits can be returned to lessee.

Thank you,
Jefferson County Clerk &
Recorders Office

TINA -
202-4282

BRUCE
202-1226

JEFFERSON COUNTY RECREATION PARK/FAIRGROUNDS USER CHECKLIST ASSESSMENT

	Before Rental		After Rental	
	Yes	No	Yes	No
Received copy of Rules for Use				
Overall condition of grounds clean-maintained				
Broken or cracked windows in ANY building				
Condition of Building being used:				
Building Clean				
Windows in Good Condition				
Tables In Good Condition				
Appliances Clean & Working				
Lights Working				
Electric Working				
Chairs, Tables & Appliance Accounted For				
Doors In Working Condition & Secureable				
Any Damage To:				
Outside of Buildings				
Playground Equipment				
Grounds Maintenance Equipment				
Carousel				
Fences				
Trees/Landscape				
Arena Facility				
Other:				

Date and Time Check Before Rental: _____

Comments By Renter _____

Comments By Caretaker _____

Signature of Renter

Signature of Caretaker

Date and Time Check After Rental: _____

Comments By Renter _____

Comments By Caretaker _____

Signature of Responsible Party

Signature of Caretaker