HERITAGE LANDING FACILITY RENTAL FORM

Area: Heritage Room $50☐ Outdoor Patio $25☐ Shade Pavilion $25☐ Picnic Pavilion $25☐ Fire Pit $68☐

Name of Applicant: _____ Today's Date: _____ Event Date: _____

Street Address: _____ Event: _____

Phone: _____ Time (**4 hour max includes Set-Up/Clean-Up**):_____to_____

Email: _____ Estimated Attendance (25 max except Heritage Room):_____

Rental Policies:

I have read and understand the following. (Please initial by each):

1. _____ A Patron may rent only one (1) room or area of Camp Heritage at a time, a maximum of four (4) times per calendar year.
2. _____ ***The four (4) hour maximum time limit includes set-up and clean-up time. Please schedule accordingly***.
3. _____ The four (4) hour maximum time limit applies to all guests in attendance. Guests are required to sign in (Party Sign In Sheet). Once party is complete, all guests are required to exit. Standard guest policy applies (Rule of 4 per day) outside scheduled reservation.
4. _____ There is a 48-hour cancellation policy. If the Amenity Center staff is not notified within 48 hours of the scheduled event the full rental fee will be charged. However, your deposit check will be returned to the party or shredded.
5. _____Use of the grill in the Outdoor Patio area is open to all residents who wish to use it. Residents renting an area may reserve up to a one-hour block of time. Please identify time preference for grilling prior to scheduled party.
6. _____ The separate deposit check of $200 will be held until after the post party check list is completed and approved. ***If deposit check is not picked up within 48 hours of the rental the check will automatically be shredded.***
7. _____ Extra fees may apply if additional cleaning is needed or if party exceeds scheduled rental times.

Heritage Room Additional Policies:

1. _____ The Heritage Room is not to be used in conjunction with any pool activities. ***NO SWIMMING ALLOWED.***
2. _____ Use of the kitchen facilities (refrigerator, microwave) in the Heritage Room is to remain accessible to all resident rental areas. Additional tables and chairs are available on a first-come, first-served basis.
3. _____ Extra Staff fee of $68 for over 25 guests. Maximum Capacity of 50 in the Heritage Room
4. _____ Prior approval may be granted as an exception to the *"No-Alcohol" policy*, directed to the Amenity Center Manager.

Fire Pit Area Additional Policies:

1. _____ $68 Covers one attendant for the entire event, movie equipment, campfire, if those services wish to be used.
2. _____ A maximum of 25 guests are allowed in the Fire Pit Area.
3. _____ Resident is to provide firewood, if applicable.

I agree to indemnify and hold harmless the Heritage Landing Community Development District (the District) and their agents, supervisors, officers, directors, employees, and staff from any and all liability, claims, actions, suits, or demands by any person, corporation, or other entity, for liability, claims, actions, suits, or demands by any person, corporation, or other entity for injuries, death, property damage of any nature arising out of or in connection with the use of the Amenity Center. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Fla. Stat. As stated in the Camp Heritage adopted policies, **"Disregard for rules or policies may result in expulsion from the facility and/or loss of Camp Heritage privileges."**

I have read, understand, and agree to abide by all policies and rules of the District governing the Amenity Center. Failure to adhere to the District's policies and rules may result in the suspension or termination of any privileges to use the facility. I also understand that I am financially responsible for any damages caused by me, my family members, and my guests. If requested, I will obtain an event insurance policy naming the Heritage Landing Community Development District and their agents, supervisors, officers, directors, employees, and staff as additional insured.

Only Heritage Landing Patrons (Patron) may reserve a rental area at Camp Heritage and payment for the reserved rental area must be made by the Patron who is making the reservation and that patron must be present at the event for which the rental is made.

_____ _____

Signature of Applicant Date

Office Use Only

Rental Fee Amount: (noted above) *Payable to:* **Heritage Landing CDD** .....Check#_____$_____

Deposit: $200**Make separate check payable to:* **Heritage Landing CDD** .....Check#_____ **HOLD**

Payable to: ***Vesta Property Services***

Extra Fees $68 (Over 25 Guests in Heritage Room 50 max).....Check#_____$_____

After Hours Staff Fee: $17 per hour (Upon Approval) .....Check#_____$_____

☐ Outlook Calendar Schedule: ☐ OneDrive File ☐ Appointment Email to Resident & MANAGER

_____ _____ _____

Staff Signature: Date: Party # this year