



**Arbor Greene Community Development District (CDD)
Rental Policy and Contract**

Renter Name: _____ **Address of Renter:** _____
Contact Phone Number: _____

All Reservations are tentative until approved by management and reservation confirmation is received.
Initials of Resident Renter:

1. Private, exclusive use of the Gathering Room, and the Resort Pool are available for limited rentals.

2. I, _____ (the "Renter") request the exclusive rental of the following Arbor Greene CDD facilities: (Check desired facility)

- a. The Arbor Greene Gathering Room (does not include pool & deck)
- b. The Arbor Greene Resort Pool and adjacent deck area (separate fee required)

3. _____ from _____ to _____
 Date of Activity Total Hours (including setup and cleanup)

(Circle the desired time block(s) and associated usage cost below)

Deposit Required	<u>RESIDENT RATES</u>		<u>NON-RESIDENT RATES</u>	
	\$250		\$250	
Standard Days & Hours Monday-Thursday	Time Block 8am-12pm	Non-Alcohol / Alcohol \$100.00 / \$200.00	Non-Alcohol / Alcohol \$300.00 / \$600.00	
	1pm-5pm	\$100.00 / \$200.00	\$300.00 / \$600.00	
	6pm-10pm	\$100.00 / \$200.00	\$300.00 / \$600.00	
Friday	8am-12pm	\$100.00 / \$200.00	\$300.00 / \$600.00	
	1pm-5pm	\$100.00 / \$200.00	\$300.00 / \$600.00	
Prime Days & Hours Friday	Time Block 6pm -10pm	Non-Alcohol / Alcohol \$150.00 / \$300.00	Non-Alcohol / Alcohol \$450.00 / \$900.00	
	Saturday			
Saturday	8am-12pm	\$150.00 / \$300.00	\$450.00 / \$900.00	
	1pm-5pm	\$150.00 / \$300.00	\$450.00 / \$900.00	
	6pm-10pm	\$150.00 / \$300.00	\$450.00 / \$900.00	
Sunday	9am-1pm	\$150.00 / \$300.00	\$450.00 / \$900.00	
	2pm-6pm	\$150.00 / \$300.00	\$450.00 / \$900.00	
Additional Hours		Non-Alcohol / Alcohol	Non-Alcohol / Alcohol	
Monday-Thursday	up to 10pm	\$35.00 per hour / \$70.00 per hour	\$105.00 per hour / \$210.00 per hour	
Friday & Saturday	up to 11pm	\$35.00 per hour / \$70.00 per hour	\$105.00 per hour / \$210.00 per hour	
Sunday	up to 8pm	\$35.00 per hour / \$70.00 per hour	\$105.00 per hour / \$210.00 per hour	

Number of facilities rented: 1 or 2 times the Rental Fee of \$ _____ = \$ _____ +

Number of additional hours needed beyond rental block per facility:

Facility #1- _____ hours needed times the hourly rate of \$ _____ per hour = _____ +

Facility #2- _____ hours needed times the hourly rate of \$ _____ per hour = _____

Total Usage Fee:

Renter's Initials:

4. Renter agrees to the following provisions and stipulations:

There is no waiting list and all fees must be paid before the reservation is confirmed and scheduled on the calendar.

- a. Deliver a resident/non-resident member security deposit of \$250.00 at the time the reservation is made, as indicated in the usage fee section.
- b. Pay a usage fee for each area and time block rented as indicated in the usage fee section for the resident or non-resident fee.
- c. Each rental block has one hour separation to allow for present event cleanup and next event setup.
- d. Events may be rented for an entire block or more than one block. In the event the activity will exceed one block time period, additional hours must be rented. *(For additional hour rates, see previous section.)*
- e. Any changes made to an event less than 72 hours prior to the event must be paid for in cash.
- f. A \$25 Cancellation fee will apply to any cancellations made within 30 days of the rental.
- g. The usage fee is non-refundable if the activity is not cancelled within 72 hours of the scheduled event.
- h. Security deposit and usage fees are payable to: Arbor Greene Community Development District.
- i. Prior to reservations being scheduled for any rental event during which alcoholic beverages are to be served, the undersigned Renter and all event sponsors shall complete a Waiver of Liability and Indemnity Agreement for Alcohol Use at Arbor Greene. **NO ALCOHOL SHALL BE SERVED AT ANY RENTAL FUNCTION UNLESS THE AGCDD IS IN RECEIPT OF A COMPLETED WAIVER.** A signed copy of the Waiver, the signed contract and copies of the “Before” and “After” event checklist will be provided to the Renter when making the reservation.
- j. To allow the AGCDD staff to destroy/return the security deposit within 10-business days following the function pending satisfactory room inspection.
- k. Exclusive use of Gathering Room does not include the use of the Resort Pool or pool deck nor the Fitness Pool, and Fitness room or other facilities not specified in the agreement.
- l. To hold a pre-event inspection with an AGCDD staff member and complete a “Before Event Checklist” reflecting the condition of the facility. **Renter’s Initials:**
- m. To hold an “After Event Final Inspection” with an Arbor Greene CDD staff member, complete the “After Event Final Inspection Checklist” and leave the facility in the same condition as before the function. **Renter’s Initials:**
- n. AGCDD management reserves the sole discretion to determine facility cleanliness and order and reserves the right to assess Renter for damage above and beyond normal wear and tear that may result in loss of security deposit and additional costs to the Renter. **Renter’s Initials:**

- o. That any event exceeding the scheduled hours greater by 15 minutes, including clean up time, shall result in the full forfeiture of the security deposit. **Renter's Initials:**
- p. No cooking of food shall be permitted. Only food warming devices are allowed.
- q. Renter shall not tape, nail, glue or fasten any decorations or items to the walls, plants or furniture. **Renter's Initials:**
- r. Renter shall not allow any glass objects or containers on the pool deck or in the pool.
- s. If lifeguards are desired for swimming pool parties, renter must provide their own lifeguards. Renter assumes responsibility for hiring and paying lifeguards. Lifeguards must be certified and certification must be valid and current.
- t. Renter shall dispose of all trash in the dumpster (not on the ground) located in the parking lot next to the playground, not in the trash containers on the pool deck.
- u. Renter shall leave the Gathering room bathrooms in the condition they were found.
- v. Renter shall limit the number of guests in the Gathering Room to 95 or less during the function and 42 or less bathers in the Resort Pool. Violation of this rule will result in a partial or total forfeiture of the security deposit. **Renter's Initials:**
- w. Renter shall be responsible for supervising the conduct and behavior of all guests.
- x. Renter shall not allow guests to smoke on the CDD property, including the parking lot, pool decks or Boardwalk.
- y. Renter must comply with the City of Tampa noise Ordinance Section 14-151. Excess noise prohibited. Any renter cited by the City of Tampa Police will automatically forfeit their security deposit. **Renter's Initials:**
- z. DJ's and amplified music are not allowed. **Renter's Initials:**
- aa. Serving or consuming of alcohol, at a non-alcoholic event, by the renter or renter's guests anywhere on CDD facilities, or in vehicles on CDD property will result in the forfeiture of the entire deposit. **Renter's Initials:**
- bb. At 30 minutes prior to the designated end of the event, the AGCDD staff member on duty will provide the Renter with an After Event Final Inspection Checklist. At the end of the event, the staff member will do a walk through inspection with the Renter to verify that the checklist has been followed.
- cc. Failure of the Renter to participate in the final inspection, sign the checklist or abide by the contract rules will result in the forfeiture of the entire security deposit. **Renter's Initials:**

5. I agree to the aforementioned terms and understand that AGCDD reserves the sole discretionary right to determine the condition of the facilities. If the criteria are not met, or if there is any destruction of property, I understand that I will forfeit a portion or all of my security deposit and agree to pay the full expense of repairs. If I fail to timely pay for any damage to AGCDD property in connection with the rental, I also agree to pay for any collection costs incurred by AGCDD including attorney's fees.

6. **My signature below indicates I have read and received a copy of this Agreement, a copy of the Waiver of Liability and Indemnity Agreement for Alcohol use at Arbor Greene (if applicable), and a copy of the "Before Event and After Event Final Inspection Checklists".**

Signature of Resident/Renter

Printed Name of Resident/Renter

Date

Signature of AGCDD Staff Member

Printed Name of Staff Member

Date

Resident Rental Policy and Contract Updated 09.01.15

**This original copy is the Arbor Greene CDD copy.
Make a copy of the contract, waiver and checklists for the
Renter.**