

## COVINGTON PARK FACILITY RENTAL AGREEMENT

Covington Park Community Room  
6806 Covington Garden Drive  
Apollo Beach, FL 33572  
(50 person capacity)

Today's Date: \_\_\_\_\_ Date Reserved: \_\_\_\_\_

Type of Party: \_\_\_\_\_ Time Reserved: 12pm-4pm or 5pm-9pm

Number of Guests: \_\_\_\_\_

12:00-4:00pm: \$50.00 Rental Fee, \$150 Deposit

5:00-9:00pm, \$75.00 Rental Fee, \$150 Deposit

Resident's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**\$150 Deposit:** Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_

**Rental Fee:** Amount: \$\_\_\_\_\_ Date Received: \_\_\_\_\_ Check # \_\_\_\_\_

### Please read and initial each line.

- Your reserved rental time **includes your set up and clean up times.** \_\_\_\_\_
- Please **DO NOT COME EARLIER THAN TIME SPECIFIED.** \_\_\_\_\_
- The facility shall be left in the same condition it was found prior to the event. \_\_\_\_\_
- Resident **renter must supply all kitchen products.** This includes: plates, napkins, cups, etc. Covington Park will supply cleaning supplies and garbage bags. \_\_\_\_\_
- Covington Park employees have the right to use the kitchen facility. \_\_\_\_\_
- **ALL GUESTS AND MINORS MUST BE SUPERVISED AT ALL TIMES.** \_\_\_\_\_
- No glitter or confetti is allowed in any Covington Park facility. \_\_\_\_\_

COVINGTON PARK SUPPORTS A **NO ALCOHOL POLICY. ANY VIOLATIONS OF THE RULES OF THIS AGREEMENT OR THE FACILITY RENTED WILL CAUSE THE UNDERSIGNED TO LOSE ALL OR A PORTION OF THEIR DEPOSIT MONIES.**

\_\_\_\_\_  
Signature (First and Last Name)

- I understand that I am responsible for any damage or change in the condition of the facility, including restrooms, caused by my guests or event. I also agree to be RESPONSIBLE for the CONDUCT of my guests and understand that the rental of the above-mentioned ROOM does not include USE OF THE FULL FACILITY.

\_\_\_\_\_

- I agree to give notice of cancellation at least **7 days** in advance or my deposit will be forfeited. \_\_\_\_\_
- I understand amenity rentals are for residents and Community Development District members only. I certify that I am a Covington Park resident, will be at the time of the rental and that **I must be present for the entire rented timeframe.** \_\_\_\_\_
- If I am not present to sign the check in paperwork before my rental begins, my rental will not be permitted to start. \_\_\_\_\_
- I understand failure to uphold any portion of this agreement may result in forfeit of my \$150 deposit, as well as any costs incurred in excess of the deposit amount. Furthermore, I understand I may lose all privileges if the above regulations are not followed. \_\_\_\_\_
- The exclusive use of the pool facilities and all other amenities is not included in the rental of the room. Inability to use these areas due to inclement weather, maintenance, capacity restrictions, etc. will NOT result in the return of rental fee. Other residents are still permitted to use the amenities during a rented event. \_\_\_\_\_
- If your event runs longer than scheduled, **a fee of \$15.00 per 15 minutes** will be charged. These charges will be deducted from your deposit. \_\_\_\_\_
- I HAVE FULLY READ AND UNDERSTOOD ALL OF THE ABOVE RULES AND REGULATIONS CONCERNING MY FACILITY RENTAL AT COVINGTON PARK.

\_\_\_\_\_

---

Resident Signature

---

Covington Park Representative