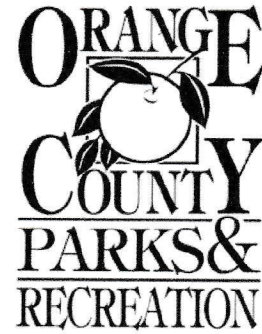


Dr. P Phillips Community Park 1881

8249 Buena Vista Woods Blvd
Orlando, FL 32836

(407) 254-9038



Charles Gordon
1040 Second Ave
Titusville, FL 32780

Reservation Request

Status: In-Process

Customer Type: Regular

Home: (321) 267-1358

DATE/USER	REQUEST NUMBER	CHARGES	DISCOUNT	TAXES	REFUNDS & CREDITS	PAYMENTS	REQUEST EXPIRES	BALANCE DUE
07/18/2018 Priscilla Smith	9051718	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	07/28/2018	\$75.00

RESERVATIONS

EVENT NAME	FACILITY	CENTER
Wedd Family Reunion Attendance: 100 Type: Family Rental	DR Pavilion	Dr. P Phillips Community Park 8249 Buena Vista Woods Blvd Orlando, FL 32836

DATES RESERVED	HRS
Friday - 7/19/2019 08:00 AM to 06:00 PM	10

Total Number of Dates: 1

Total Number of Hours: 10

NOTES:

CHARGES

CHARGE DESCRIPTION	FACILITY/EVENT	UNIT FEE	QTY	TAX	TOTAL CHARGED	DISCOUNTED/PAID	BALANCE DUE
Pav/Event 51-100	DR Pavilion - Wedd Family Reunion	\$75.00	1.00	\$0.00	\$75.00	\$0.00	\$75.00

PAYMENTS AND REFUNDS

RECEIPT NUMBER	DATE	CHARGE DESCRIPTION	FACILITY/EVENT	AMOUNT
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DISCLAIMERS

FACILITY USE APPLICATION

Estimated Number of Participants: Children 20 Adults 40 Estimated # of vehicles 15

Will you Serve or Sell food? (circle one) YES or NO

** Do you wish to Serve or Sell alcohol? (circle one) YES or NO

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Will you be using amplified sound? YES or NO
If yes, please explain: _____

Will you have a pinata? (Outdoor events only) YES or NO
- If yes, the pinata may NOT contain confetti of any kind due to environmental impact.

Will you sell or raffle any food, goods, or services at the event? (circle one) YES or NO
If yes, please explain: _____

Will you collect donations at the event? YES or NO
If yes, please list charity: _____

**Do you wish to use the site for commercial filming or photography? YES or NO
*Will there be contracted entertainment? YES or NO

If yes, please explain: _____
* Will any contracted animals be part of the event? YES or NO

Set up Time _____ Breakdown Time _____ Company Name _____
**Will there be any fireworks or pyrotechnics? YES or NO

**Will there be any street closures in or around the park? YES or NO
If yes, please explain: _____

*Will there be any tents? YES or NO Company
If yes, please list: Quantity: _____ Sizes: 4x7? Contracted company: _____

Will there be any signs or banners for advertisement purposes? YES or NO
If a PUBLIC event, how will you publicize? Radio _____ TV _____ Newspaper _____ Internet Private only _____

Will admission be charged? YES or NO Cost? _____
*Will rides or amusements be provided? YES or NO
If yes, please list type: _____

Contracted company: _____
Will you need electricity? YES or NO

If yes, will you provide your own generator? YES or NO
Will you need access to a water line or hose faucet during your event? YES or NO

Will clean up services be contracted? YES or NO
If yes, please list the contracted company: _____

- Use Clean Up Policy disclaimer for all events! ** - denotes additional permits required.
* - denotes additional insurance required

Tentative reservations can be made 365 to 30 days in advance. All fees must be paid within 10 days of booking the reservation. No request or permit shall be considered "approved" until all payments have cleared. County reserves the right to cancel/change/reschedule the booking as necessary. This form accompanied by total fees and appropriate insurance, waivers and permits, must be signed by the applicant and approved by the Parks and Recreation Division before a reservation can be guaranteed. Payment may be made in the form of Cash, Money Order, Check or Credit Card (when available). Make payments to: Orange County Board of County Commissioners (OCBCC)

DIVISION USE ONLY

Application Approved:	Yes _____ No _____	
Clean Up Agreement Provided	Yes _____ No _____	
Public Assembly Permit Required	Yes _____ No _____	Approved: _____
Certificate of Insurance Required:	Yes _____ No _____	Received: _____
Alcohol Request Required:	Yes _____ No _____	Approved: _____
Host Liquor Policy Required:	Yes _____ No _____	Received: _____
State Liquor Permit Required:	Yes _____ No _____	Received: _____

Division Authorization _____ Date _____

Facility Contact _____ Date _____

HOLD HARMLESS / INSURANCE AGREEMENT

I certify by signing this application that the above is true and correct. I understand that the event can be terminated by the County should it create or cause violation of any County Ordinance or Division Regulation. I certify that I am authorized by the sponsoring organization to act on their behalf in the signing of all documents associated with this event. I, and the sponsoring organization agree that we jointly and severally indemnify and hold Orange County and the Orange County Sheriff's Office harmless against all claims, damages, loss, and expenses, including court costs and attorney fees, resulting from the occupancy of the Park by the User, its agents, servants, invitees, and guests under this license.

The User will take all reasonable precautions for the safety of, and will provide reasonable protection to prevent damage, injury, or loss to all persons and property in the Park. The User will comply with all laws, ordinances, regulations, or other orders regarding the safety of persons or property, or their protection from damage, injury, or loss.

I have inspected the Park and it meets all event requirements. I will be responsible for securing any and all applicable licenses or permits. Entertainers, performers and exhibitors will comply with applicable copyright and licensing requirements and public decency codes.

The Facility Use Application details the Security/Damage deposit and reasons for possible forfeiture up to/including any deviation from contracted details. Security/Damage deposit may be forfeited if use of the Park exceeds the contracted details or requires inordinate attention to repair or clean the facility.

The applicant shall supply, when required, a Certificate of Insurance reflecting minimum coverage of \$1,000,000 Comprehensive, General Liability Insurance, without deductibles, per occurrence. Orange County BCC shall be named as an "additional insured" which shall be noted on the Certificate of Insurance. The certificate shall indicate that the applicant's insurance policy shall not be cancelable without thirty days prior written notice to the County.

Orange County BCC
201 S. Rosalind Ave
Orlando, FL 32801-3547

The undersigned agrees to abide by the regulations governing the said facility and is responsible for charges incurred and must supply the Certificate of Insurance to the Orange County Parks and Recreation Division no later than fourteen (14) business days prior to the Program/Event date.

Applicant's Signature Charles Gordon Date 7-21-18
(must be notarized if event attendance over 700)

Vendor Signature _____ Date _____

EVENT/PAVILION RULES (effective 9/22/11)

1. No alcoholic beverages are permitted in the park.
2. Park specific guidelines may prohibit pets. Please check with Supervisor.
3. Rental fee does not include any applicable park entrance fees.
4. Additional restroom facilities or law enforcement presence may be required if Supervisor deems necessary. Renter is responsible for these costs.
5. Cancellations/Refund request must be made in writing at least fourteen (14) days in advance in order to receive a refund. Only one scheduled date change allowed.
6. Parking of motorized vehicles at pavilions and buildings is prohibited except for temporary unloading/loading purposes and only with staff permission.
7. Excessive noise or sound which is amplified in any way which disturbs other park patrons or surrounding residents is prohibited. Orange County Noise Ordinance, Article V, Sections 15-176 through 15-191.
8. Preparations to end the event must begin one (1) hour before park closing time. Please return pavilion to the condition in which it was found.
9. Parks reach capacity early on weekends and holidays. We recommend that your entire party arrive prior to 10:00 a.m. to better their chances of finding parking and gaining admittance.
10. Tents, canopies, shade structures, hammocks, water slides, and moonwalks are prohibited without written permit and insurance.
11. A paid user agreement and insurance naming Orange County as 'additional insured' is required 14 days prior to setting up any sports or play equipment, including, but not limited to, games, amusements, horseshoes, badminton, volleyball, DJs, tents, etc. Insurance may be purchased from Orange County. Additional permits from Building and/or Fire Departments may be required.
12. No signs shall be posted on park property. Please notify your party in advance as to the location of your pavilion rental and the content of these rules.
13. Decorations are not to be taped, stapled or nailed to any pavilion or park structures. Any decoration tied to pavilion or structures must be removed at the end of the rental.
14. Please do not remove, feed or harass wildlife. Collection of plants or firewood is prohibited.
15. All parking areas are general in nature and rental does not secure specific allotment.
16. All other Park and Regulation Rules as established by Orange County Parks & Recreation Division apply.
17. You will provide and ensure that any member of your party under 18 years of age is appropriately supervised and monitored at all times.
18. Security/Damage deposit may be forfeit if use of the Park exceeds the contracted details or requires inordinate attention to repair or clean the facility.
19. As the Renter, you accept sole responsibility for the actions and care of anyone in your party and all licenses and permits which may be required by anyone you contract or permit to participate.

I have read the rules above, received a copy, and agree to abide by them. I understand that infractions of one or more of these rules by any member of my party may result in revocation of my privileges to use the park and I may be required to leave the park upon request without refund.

Charles Gordon 7-21-18 _____
Applicant's Signature Date

Staff Signature

Orange County Fees and Policies are subject to change based upon inflationary indexing and/or action by the OCBCC. Please make checks payable to: O.C.B.C.C. (Orange County Board of County Commissioners).