



CELEBRATION FACILITY & EQUIPMENT RENTAL APPLICATION

CELEBRATION RESIDENTIAL OWNERS ASSOCIATION, INC. (CROA)

Date: _____ Facility: _____

I/We: _____

desire to rent a facility and/or equipment from the Celebration Residential Owners Association, Inc. (CROA).
The facility and/or equipment I/We request to use are identified on pages 4 through 7 of this application.

I am / We are a (check applicable):

- A Celebration Resident
- A Registered Celebration Organization (Partner Program, Civic and Service Group, Club, Educational Group)
- A Non-Celebration Resident
- A Legally Organized Group or Business

Describe the function or event for which the facility and/or equipment is requested.

Requested Dates: 1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Start Time: _____ *Exit Time: _____

*ACCESS TO THE FACILITY IS PROHIBITED PRIOR TO THE START TIME & MUST BE VACATED BY THE EXIT TIME.

Number of Adults Expected: _____ Number of Children Expected: _____

Responsible Party Contact Name: _____ Date of Birth: _____

Phone #: _____ Cell #: _____ Email: _____

Street Address: _____ City, State, Zip: _____

Describe all equipment and/or vendors you would bring into or on the property (i.e., moon walks, bounce houses, water features, portable toilets, amplifiers, tents, generators).

TERMS AND CONDITIONS - CROA FACILITIES AND EQUIPMENT RENTAL

A. USE PRIORITY. A MEETING OR AN EVENT SCHEDULED BY THE CELEBRATION RESIDENTIAL OWNERS ASSOCIATION, INC. (CROA), CELEBRATION NONRESIDENTIAL OWNERS ASSOCIATION INC. (CNOA), CELEBRATION JOINT COMMITTEE, INC. (CJC), CELEBRATION COMMUNITY SERVICES, INC. (CCS), CELEBRATION COMMUNITY DEVELOPMENT DISTRICT (CCDD), OR ENTERPRISE COMMUNITY DEVELOPMENT DISTRICT (ECDD) IN OR ON THE OWNER'S FACILITY TAKES PRECEDENCE.

B. NON-RENTAL PERIODS. NO CROA FACILITY OR EQUIPMENTS IS AVAILABLE DURING COMMUNITY EVENTS, EASTER WEEKEND (FRI-SUN), MEMORIAL DAY WEEKEND (FRI-MON), JULY 3-5, LABOR DAY WEEKEND (FRI-MON), THANKSGIVING PERIOD (WED-SUN), CHRISTMAS PERIOD, NEW YEAR'S PERIOD.

C. FACILITY RENTAL PERIODS.

1. INDOOR FACILITIES: (1) CELEBRATION TOWN HALL, MON-FRI 9 AM - 9 PM, SAT 10 AM - 5 PM (MAY INCUR COST FOR STAFF COVERAGE); (2) HERITAGE HALL & JONES ROOM, MON-SUN 9 AM - 9 PM (MAY INCUR COST FOR STAFF COVERAGE); (3) ALL DAY IS AN 8 HOUR PERIOD. OUTDOOR FACILITIES OPEN AT DAWN AND CLOSE AT DUSK.

2. ACCESS TO ANY FACILITY IS PROHIBITED PRIOR TO THE START TIME AND MUST BE VACATED BY THE EXIT TIME. SETUP AND CLEANUP MUST BE INCLUDED IN THE RESERVED RENTAL PERIOD. OWNER WILL DEDUCT FROM THE REFUNDABLE DEPOSIT AMOUNT \$20 FOR EACH HALF HOUR THAT THE RESPONSIBLE PARTY EXCEEDS THE AGREEMENT'S RENTAL PERIOD.

D. RENTAL APPLICATIONS & RESERVATIONS.

1. RENTAL APPLICATIONS ARE PROCESSED ON A FIRST-RECEIVED AND SPACE AVAILABILITY BASIS.
2. RENTAL RESERVATIONS CANNOT BE MADE MORE THAN 12 MONTHS IN ADVANCE. EXCEPTION: A WEDDING OR A SPECIAL EVENT RESERVATION MAY BE MADE A MAXIMUM OF 24 MONTHS IN ADVANCE.
3. CROA RESERVES THE RIGHT TO CANCEL A RESERVATION OR FUNCTION DURING INCLEMENT WEATHER.
4. USE OF CROA FACILITIES MAY BE DENIED TO AN APPLICANT WITH CRIMINAL VIOLATIONS, FAILED BACKGROUND CHECKS, PAST USE VIOLATIONS, DAMAGE, LACK OF CARE, DISORDERLY CONDUCT, OR WHO IS DELINQUENT IN ANY MONETARY OBLIGATION TO CROA.
5. RESIDENTS OF CELEBRATION AND CELEBRATION REGISTERED CIVIC, SERVICE, SOCIAL AND ORGANIZED ATHLETIC GROUPS (CCSSAG) HAVE PRIORITY OVER NON-RESIDENTS.
6. A REGISTERED CCSSAG MAY RESERVE THE USE OF A CROA FACILITY ONCE MONTHLY AT NO CHARGE. A REGISTERED CELEBRATION ORGANIZED ATHLETIC GROUP MAY RESERVE AN ATHLETIC FIELD FOR ITS SEASON.
7. A REGISTERED CCSSAG MAY RESERVE A CROA FACILITY FOR A PRIVATE GROUP PARTY ONCE ANNUALLY FOR A FEE AS DEFINED IN ITS FACILITIES RENTAL AGREEMENT. THIS CHARGE IS PAYABLE UPON THE EXECUTION OF A FACILITIES RENTAL AGREEMENT.
8. A REGISTERED CELEBRATION ORGANIZED ATHLETIC GROUP MUST PAY THE DESIGNATED PER REGISTERED PLAYER FEE AS DEFINED IN ITS FACILITIES RENTAL AGREEMENT. THIS CHARGE IS PAYABLE AS DEFINED IN ITS FACILITIES RENTAL AGREEMENT.

E. RESPONSIBLE PARTY. THE RENTAL APPLICATION MUST DESIGNATE A "RESPONSIBLE PARTY." THIS MUST BE A PERSON WHO IS AT LEAST 21 YEARS OF AGE. THE RESPONSIBLE PARTY:

1. MUST BE PRESENT FOR THE PRE-USE AND POST-USE INSPECTION OF THE FACILITY AND/OR EQUIPMENT
2. ASSUMES RESPONSIBILITY AND LIABILITY FOR THE CONDUCT OF GUESTS,
3. ASSUMES RESPONSIBILITY AND LIABILITY FOR THE CLEANLINESS OF THE RENTED FACILITY AND/OR EQUIPMENT
4. AGREES TO RETURN ALL VENUES TO THE ORIGINAL STATE AT THE END OF THE FUNCTION.

F. ACCEPTANCE OF FACILITIES RENTAL APPLICATION. UPON THE APPROVAL OF A FACILITIES RENTAL APPLICATION, THE APPLICANT'S RESPONSIBLE PARTY MUST COMPLETE THE FOLLOWING WITHIN 30 BUSINESS DAYS (HOLIDAYS EXCLUDED) FOR THE RESERVATION TO BE VALID:

1. EXECUTE THE FACILITIES RENTAL AGREEMENT,
2. PAY ALL MONIES DUE (100% OF THE DEPOSIT, 100% OF THE RENTAL FEE, ATHLETIC REGISTRATION FEES, EQUIPMENT RENTAL FEES, AND CHARGES), ONE WEEK BEFORE EVENT,
3. PROVIDE THE APPROPRIATE CERTIFICATE OF INSURANCE / PERMIT.
4. PROVIDE A FACILITY SET-UP DIAGRAM.

G. CANCELLATIONS. THE RENTAL FEE AND SECURITY DEPOSIT WILL BE RETURNED BY CROA UPON RECEIPT OF A WRITTEN RESERVATION CANCELLATION NOTICE THAT IS RECEIVED 30 BUSINESS DAYS (HOLIDAYS EXCLUDED) PRIOR TO THE RESERVATION DATE. VERBAL AND IN-PERSON CANCELLATION NOTICES ARE NOT ACCEPTED.

H. TRANSFERABILITY. A CROA FACILITY USE AGREEMENT IS NONTRANSFERABLE.

I. USE CONDITIONS & REQUIREMENTS.

1. CROA FACILITIES MAY NOT BE USED BY ANYONE FOR AN EVENT AT WHICH SOLICITATION OF FUNDS, EXCHANGE OF MONEY OR FUNDRAISING ACTIVITIES OCCUR WRITTEN APPROVAL IS GIVEN BY CROA BEFORE THE FACILITY RENTAL AGREEMENT IS EXECUTED.
2. ANY RENTAL APPLICANT COMPOSED OF PERSONS UNDER THE AGE OF 21 WITHOUT ADULT SUPERVISION IS INELIGIBLE FOR FACILITIES OR EQUIPMENT RENTALS.
3. CROA RESERVES THE RIGHT TO PROHIBIT THE USE OF ANY FACILITY IN THE BEST INTEREST OF THE ASSOCIATION.
4. EACH RENTAL APPLICANT AGREES TO ABIDE BY THE INDOOR CAPACITY PER FACILITY.
5. CROA FACILITIES MAY NOT BE USED FOR RELIGIOUS SERVICES WITHOUT PRIOR APPROVAL.
6. ACTIVITIES OR FUNCTIONS THAT MAY INVOLVE MORE THAN NORMAL WEAR AND TEAR ON CROA FACILITIES WILL NOT BE PERMITTED.
7. THE USE OF TAPE OR OTHER ADHESIVE PRODUCTS, STAPLES, NAILS OR TACKS ON DOORS, WINDOWS, WALLS, POSTS, LIGHTS, FANS, OR CEILING IS PROHIBITED. CROA RESERVES THE RIGHT TO REMOVE AND DESTROY ALL UNAUTHORIZED SIGNS AND MATERIALS.
8. ALL CROA INDOOR FACILITIES ARE SMOKE-FREE ENVIRONMENTS.
9. CROA IS NOT RESPONSIBLE FOR PROVIDED MEETING SUPPLIES BUT MAY CHOOSE TO PROVIDE EQUIPMENT AND SUPPLIES FOR AN ADDITIONAL CHARGE.

J. INSURANCE AND WAIVER REQUIREMENTS.

SEE PAGE 9 FOR MORE INFORMATION.

**FAILURE TO COMPLETE THE INSURANCE / PERMIT REQUIREMENT(S)
AUTOMATICALLY VOIDS ANY FACILITY RENTAL AGREEMENT.**

**INDOOR FACILITIES
(Includes tables/chairs)**

FACILITY	RESIDENT RATES*	NON- RESIDENT RATES	SECURITY DEPOSIT	REQUESTED FACILITY
Celebration Village, Lakeside Park, Jones Room & Kitchen (Porch Not Included) 631 Sycamore Street <i>Advance guest parking passes must be obtained.</i>	\$75/hr., 2 hr. min.	\$150/hr., 2 hr. min.	\$150	<input type="checkbox"/>
South Village, Heritage Hall 951 Spring Park Loop	\$100/hr., 2 hr. min.	\$200/hr., 2 hr. min.	\$300	<input type="checkbox"/>
West Village, Town Hall 851 Celebration Avenue				
Activity Room	\$75/hr., 1 hr. min.	\$150/hr., 1 hr. min.	\$100	<input type="checkbox"/>
Catering Kitchen	\$75/hr., 1 hr. min.	\$150/hr., 1 hr. min.	\$100	<input type="checkbox"/>
Meeting Room 102	\$75/hr., 2 hr. min.	\$150/hr., 2 hr. min.	\$100	<input type="checkbox"/>
Meeting Room 103	\$75/hr., 2 hr. min.	\$150/hr., 2 hr. min.	\$100	<input type="checkbox"/>
Meeting Room 104	\$75/hr., 2 hr. min.	\$150/hr., 2 hr. min.	\$100	<input type="checkbox"/>
Meeting Room 105, Conference	\$50/hr., 1 hr. min.	\$100/hr., 1 hr. min.	\$50	<input type="checkbox"/>
Island Village 1831 Island Village Way				
Island Village Clubhouse (Pool access is prohibited when reserving clubhouse)	\$125/hr., 2 hr. min. \$200 Cleaning Fee	Unavailable	\$500	<input type="checkbox"/>

RENTAL + DEPOSIT SUBTOTAL \$ _____ \$ _____ +\$ _____ = \$ _____

*Resident Rates are available only to Celebration Residents with a valid CROA Resident ID.
 *Special Events fee vary
 *Non-Profits receive 20% off

OUTDOOR FACILITIES

(Equipment available at an additional cost)

FACILITY	RESIDENT RATES*	NON- RESIDENT RATES	SECURITY DEPOSIT	REQUESTED FACILITY
Artisan Park, Amphitheater Between Stickley Avenue & Wilde Drive	\$75/hr., 2 hr. min.	\$150/hr., 2 hr. min.	\$100	<input type="checkbox"/>
Celebration Village, Lakeside Park, Jones Room & Kitchen. Great Lawn & Porch 631 Sycamore Street <i>Advance guest parking passes must be obtained.</i>	\$125/hr., 2 hr. min.	\$250/hr., 2 hr. min.	\$200	<input type="checkbox"/>
Celebration Village, Lakeside Park, Great Lawn & Porch 631 Sycamore Street <i>Advance guest parking passes must be obtained.</i>	\$100/hr., 2 hr. min.	\$200/hr., 2 hr. min.	\$150	<input type="checkbox"/>
East Village, Green Recreation Field Between Indigo Drive & Oak Shadows Road	\$50/hr., 2 hr. min.	\$100/hr., 2 hr. min.	\$100	<input type="checkbox"/>
North Village, Pavilion & West Field 215A Celebration Boulevard	\$50/hr., 2 hr. min.	\$100/hr., 2 hr. min.	\$100	<input type="checkbox"/>
South Village, Spring Park Recreation Field	\$50/hr., 2 hr. min.	\$100/hr., 2 hr. min.	\$100	<input type="checkbox"/>

RENTAL + DEPOSIT SUBTOTAL \$ _____ \$ _____ + \$ _____ = \$ _____

Osceola County Noise Ordinance:

Sec. 9-110. Prohibited Acts (*For more information, please visit <https://www.osceola.org/>*)

Music, musical activities, singing

Time of Day	Decibels (C-scale)
7:00 a.m. through sunset	45
One minute after sunset through 6:59 a.m.	40

Prohibited sound levels

Time of Day	Decibels (C-scale)
7:00 a.m. through sunset	45
One minute after sunset through 6:59 a.m.	40

***Resident Rates are available only to Celebration Residents with a valid CROA Resident ID.**

***Special Events fee vary**

***Non-Profits receive 20% off**

**EQUIPMENT
(For Outdoor Rentals)**

EQUIPMENT	RESIDENT RATES*	NON- RESIDENT RATES	SECURITY DEPOSIT	QTY REQUESTED
Chairs (white folding)	\$2 each per day	\$4 each per day	\$50	
Table (6' white)	\$10 each per day	\$20 each per day	\$50	
Tent (white 10' x 10')	\$50 each per day	\$100 each per day	\$50	
Tent (white 10' x 20')	\$75 each per day	\$150 each per day	\$50	
RENTAL + DEPOSIT SUBTOTAL	\$ _____	\$ _____	+ \$ _____	= \$ _____

ADDITIONAL CHARGES

CHARGES	RESIDENT RATES*	NON- RESIDENT RATES	SECURITY DEPOSIT	CHARGES REQUESTED
Additional Staff Time Includes equipment deliveries, set-up and breakdown of indoor/outdoor, facility supervision, etc.	\$50.00 / hr.	\$100.00 / hr.	N/A	# Hours: _____
CHARGES SUBTOTAL	\$ _____	\$ _____	+ \$ 0	= \$ _____

*Resident Rates are available only to Celebration Residents with a valid CROA Resident ID.

*Special Events fee vary

*Non-Profits receive 20% off

**AUDIO/VISUAL PRICE LIST
(Available at Town Hall Only)**

RESIDENT RATES*

PRODUCT	PRICE	QTY REQUESTED
Whiteboard with Markers	\$20 each	_____
Wireless Microphone & Speaker - Indoor Use Only	\$50 each	_____
Podium - Indoor Use Only	\$10 each	_____
TV Monitor	\$50 each	_____
Additional Indoor Speaker	\$30 each	_____

NON-RESIDENT RATES*

PRODUCT	PRICE	QTY REQUESTED
Whiteboard with Markers	\$40 each	_____
Wireless Microphone & Speaker - Indoor Use Only	\$100 each	_____
Podium - Indoor Use Only	\$20 each	_____
TV Monitor	\$100 each	_____
Additional Indoor Speaker	\$60 each	_____

*Resident Rates are available only to Celebration Residents with a valid CROA Resident ID.

TOTALS

INDOOR FACILITES SUBTOTAL \$ _____

OUTDOOR FACILITES SUBTOTAL \$ _____

ADDITIONAL CHARGES SUBTOTAL \$ _____

AUDIO/VISUAL SUBTOTAL \$ _____

EQUIPMENT SUBTOTAL \$ _____

RENTAL TOTAL \$ _____

I/WE AGREE TO THE TERMS & CONDITIONS OF THIS APPLICATION.

RESPONSIBLE PARTY, PRINTED NAME

RENTAL APPLICANT'S RESPONSIBLE PARTY, SIGNATURE

DATE

INSURANCE AND WAIVER REQUIREMENTS

A Certificate of Insurance is required for participation in, or rental of, Celebration Residential Owners Association (CROA) programs or facilities.

POLICY: The following insurance and/or waiver requirement is required for participation in, or rental of, Celebration Residential Owners Association (CROA) programs or facilities.

1. No later than 10 business days (holidays excluded) prior to the reserved date of the event, the responsible party must provide CROA with proof of Event Liability Insurance:
 - a. When the responsible party is an individual, the minimum liability coverage is \$300,000.
 - b. When the responsible part is a business or legally organized group, the minimum liability coverage must be \$1,000,000.
2. The possession and/or consumption of alcoholic beverages in any facility is prohibited unless the proper permit, and alcoholic beverages liability insurance certificates, are presented to CROA at least 10 business days (holidays excluded) prior to the reserved date of the event. The certificate must name all entities listed under Section 1 as additionally insured.

The insurance agent of the responsible party will send to the owner a certificate of insurance that names the following entities as additionally named insured:

Certificate Holder:

CROA, 851 Celebration Ave., Celebration, FL 34747

Additionally Named Insured:

- Celebration Residential Owners Association Inc.
- Celebration Nonresidential Owners Association Inc.
- Celebration Joint Committee Inc.
- Celebration Community Services Inc.
- Celebration Community Development District
- Enterprise Community Development Distric

Celebration Residents: Residents may provide proof of a home owner insurance policy, underwriting that they are covered under their existing policy.

FAILURE TO PROVIDE THE INSURANCE AND/OR PERMIT REQUIREMENT(S) IN THE ALOTTED TIME FRAME AUTOMATICALLY VOIDS ANY RENTAL AGREEMENT