

RESERVATION DATE: _____

OAK RUN OUTDOOR WEDDING – PARK / BEACH RENTAL CONTRACT

LOCATION: _____

It is hereby agreed that _____, Owner(s) of Lot No. _____ in the _____ Subdivision, whose address is _____ is solely responsible for the use, care, and cleanup of the park and/or beach and all areas to be utilized for the wedding, guests, and any other proposed use. All of said areas will be left in the condition in which it was inspected by Oak Run POA Personnel and lessee prior to usage.

It is understood that anything damaged by me or my guests will be replaced with the same, and the actual cost plus labor to complete the work, will be paid for by me.

It is also understood that the number of attendees shall not exceed 125 people, and noise shall be kept at a minimum during park quiet hours.

Hours requested for use of the park and/or beach: _____

Hours requested for setup: _____ Hours requested for tear down: _____

Number of Participants: _____ Outside Decorations (Y/N) _____

Tent(s) (Y/N; number of tents) _____ Tent Size(s): _____

Music (Y/N; hours) _____

Will you be serving alcohol? (Y /N) _____ If yes, evidence of host liquor liability insurance must be attached to this document.

It is agreed that the following fees will be charged for usage of the park and/or beach for a maximum 24 hour period. If you need more than 24 hours, additional fees may incur. The security deposit will be returned after the area utilized has been inspected by Oak Run POA personnel and found to be in proper order. The tent deposit will be returned after all supplemental shelter and/or outside decorations have been removed and the area is left clean and undisturbed. (Must be cleaned up and gone by midnight.)

SITE RENTAL FEE IS DEPENDENT ON TOTAL NUMBER OF ATTENDEES:

1-50 PEOPLE: \$250 _____ 51-100 PEOPLE: \$500 _____ 101-125 PEOPLE: \$750 _____

SECURITY / CLEANUP DEPOSIT: \$250

TENT / OUTSIDE DECORATIONS DEPOSIT; \$250

EXTRA FEES: _____

TOTAL ENCLOSED [Rental & Security Deposit(s)]: _____

Property Owner Signature

Phone Number

SECURITY DEPOSIT DISBURSEMENT:

All Security Deposit Returned on _____ Deposit Withheld Because _____

POLICY FOR OUTDOOR WEDDINGS IN OAK RUN PARKS / BEACHES

- A) All outdoor weddings must be approved by submitting a letter of intent to the Board of Directors, including hours, location desired, tent(s) desired with size(s) and location, whether music will be played and what hours that will encompass.
- B) The Association reserves the right to determine wedding and tent locations. It is the responsibility of the leasing party to contact “Julie” and the Association, if tent staking is required.
- C) All garbage from the wedding shall be properly disposed of in the receptacles provided. Additional receptacles must be requested 48 hours prior to the wedding date.
- D) Outside decorations shall be limited to the immediate area of the wedding. Decorations cannot be attached to any living tree. All decorations must be completely removed and the area left clean and relatively undisturbed, to receive a full refund of the deposit.
- E) One tent will be permitted as supplemental shelter in conjunction with the outside decorations deposit and the site rental. More than one tent may incur additional fees and/or deposits. All tent usage must have prior Board approval.
- F) Outdoor music via DJ, band, or any other mode, is permitted upon prior Board approval. The park must be vacated by midnight.
- G) Liquor, including beer, wine, draft beer, and hard liquor may be served with proof of host liquor liability insurance.