



Lyceum Lawn
Venue Rental Agreement

This agreement is made, entered into and effective on _____(date), by and between Homeowner's Collection, Inc. (HOCO), P.O. Box 4812, Santa Rosa Beach, FL as Lessor and:

Lessee:

Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____

Work Phone _____

Cell Phone _____

Email Address _____

Best way to reach you during normal business hours (check one):

home _____ work _____ cell _____ email _____ text _____

Best way to reach you after business hours or on weekends (check one):

home _____ work _____ cell _____ email _____ text _____

Use of Venue:

A. Lessor agrees to make the Lyceum Lawn available to Lessee on _____, 20____, for the purpose of hosting a _____ (please indicate type of event).

B. Lessee understands that the Lyceum Lawn will only be available for use during the dates and times defined in this agreement as indicated and initialed by both parties below:

Date: _____

Time: _____

Lessee Acknowledgement: _____

Lessor Acknowledgement: _____

Venue Rental Fee:

- A. Lessee agrees to pay \$6000.00 plus tax for the use of the Lyceum Lawn on the dates and times outlined above.
- B. Lessee understands that a 50% deposit is due on the date this contract is executed and the requestor has (10) ten days to sign and return the Seaside Event Guidelines with deposit to hold venue date and location. Payment in full is due 60 days prior to the event.
- C. Lessee acknowledges that should the need to cancel this agreement arise, 180 days/ 6 months prior to date, one half of the 50% deposit will be forfeited; 120 days/ 4 months prior to date, the total 50% required deposit will be forfeited. Furthermore, should the need to cancel the venue arise within 60 days of the event, Lessee will forfeit 100% of the fee unless the Lessor can find a new Lessee for the same time period.

Usage Guidelines:

- A. Lessee understands and agrees to abide by all policies outlined in the SEASIDE event guidelines as established by the Seaside Community Development Corporation attached to this document as Schedule
- B. Lessee acknowledges that as a part of the SEASIDE event guidelines a Space Request Form will be submitted to SCDC by Lessor. Lessee agrees to abide by all commitments made in the Space Request Form and understands that any variances to the information provided must be re-submitted to the Seaside Community Development Corporation for approval before any deviations can be made.
- C. Lessee acknowledges that failure to strictly comply with all requirements below can result in fines up to \$500.00 per occurrence.
- D. Lessee acknowledges that parking in the Seaside community is limited and that all events must come with a parking plan appropriate for the number of expected guests and approved by HOCO at least two weeks prior to the event.

THE LYCEUM SPACE WILL BE EXPERIENCING SEVERAL CONSTRUCTION PROJECTS THAT WILL BE LOCATED ADJACENT TO THIS AREA. THE SCHEDULE FOR THIS CONSTRUCTION IS YET UNKNOWN. RENTING THIS VENUE, THIS FAR IN ADVANCE, CARRIES WITH IT THE RISK OF HAVING CONSTRUCTION ACTIVITY AND FENCING NEARBY DURING THE EVENT.

Lessor Responsibilities:

- A. HOCO will fill out the appropriate Space Request form required by the Seaside Community Development Corporation and serve as the event sponsor.
- B. HOCO will be responsible to ensure that proper cleaning/trash removal is performed before and after the event.
- C. HOCO will provide one off duty officer for security during the event.

- D. HOCO will have a representative on site before, after, and during the event to assist with any last-minute needs related to the facility.
- E. HOCO, with reasonable notice, will make the facility available to Lessee and Lessee's designees for planning and coordination purposes.

In accordance with the guidelines set forth herein, Lessee and Lessor mutually agree as evidenced by the signatures below:

Signed, sealed and delivered in the presence of:

Lessor:

The Rental Owners Group, Inc. d/b/a The Homeowner's
Collection at Seaside, FL

By:

Its:

Date:

Lessee:

Name (Print):

Signature:

Date:

