

FLORIDA STRAWBERRY GROWERS ASSOCIATION RENTAL FACILITY CONTRACT

Contact Information:

Name of Company: _____

Name of Event/Purpose of Event: _____

Contact Person Name: _____

Cell Phone: _____ Email Address: _____

Address: _____

City, State, Zip: _____

Rental Information:

Date of Rental: _____

Number of Guests Expected: _____

Number of Approximate Vehicles: _____

HELPFUL INFORMATION:

EVENT CENTER FEATURES:

- ✓ Large Open field for Tent
- ✓ Indoor Meeting space adjacent to conference room – seats 80
- ✓ Indoor conference room/board room, seats 20
- ✓ Covered Pole Barn with fans and lights – seats 100
- ✓ Indoor/Outdoor electrical outlets
- ✓ Wireless Internet Capabilities
- ✓ Cold Storage
- ✓ Large Pull-Behind BBQ Smoker/Grill
- ✓ Open Parking
- ✓ Safe, secure enclosed property
- ✓ Strawberry Field as backdrop
- ✓ Easy access to Tampa and Orlando, located right off Interstate-4
- ✓ Catering Welcome
- ✓ Office space and field trial space for rent on property

We want to make hosting your next event at our facility easy and enjoyable. Here is some helpful information to help you plan your next event.

MEAL PREPARATION:

While we don't arrange the meal planning, we welcome you to call your favorite eating establishment to provide catering. Two of our favorites in the area are:

Happy Cooker, Jane Smith – 813-555-5555
Fred's Market Restaurant, Herbie, 813-478-5555

GROUND'S CLEANING AND SETUP:

We will do our best to provide you a clean environment. Please give us *two weeks advance notice* of your event to allow for cleaning.

For your use we have picnic tables, rounds, 8ft and 6ft tables. You may use them as you see fit at no additional charge, however we do encourage you to bring ample staff to help you set up food and or room arrangements to your liking.

Garbage Disposal - We will provide garbage cans and bags for your convenience but we ask that you remove your garbage from the facility and place it in the onsite dumpster.

PARKING:

Parking is easily accessible, we ask however to remind your guests to observe the posted "No Parking" signs in our irrigated areas.

RESTROOMS:

Two restrooms, both male and female are available inside the large, covered metal building, located 50 yards from the outdoor pole barn. If you are hosting an outdoor event and would like closer facilities, or if you are hosting an event larger than 75-100 people you may want to rent portable restrooms. They can be rented from various companies. We have used:

Portable Sanitation – Tampa, Florida – 813-558-8523

HOURS OF OPERATION:

Our normal hours of operation are Monday – Friday 8am-5pm.
Special requests may be considered, please call for more information.

RENTAL FEES:

Only FSGA Grower Members and Associate/Corporate Members are allowed to rent the facility. If you would like to become a Member, please download our membership application at www.straw-berry.org/associates.htm. The base level is \$250.00 per year.

Facility Rental is \$350.00 for the entire facility per day, payable on or before the day of the event. A \$200 damage deposit is required two weeks in advance. Checks can be made payable to the Florida Strawberry Research and Education Foundation (FSREF).

FSREF
P.O. Drawer 2550
Plant City, FL 33564

HAVING AN EVENT?

HERE'S A HELPFUL CHECKLIST TO MAKE
YOUR STAY MORE ENJOYABLE.

- ✓ Have you secured the date and paid your deposit?
- ✓ Is the food and drink ordered? Will they provide paper goods, flatware, cups, etc?
- ✓ Have you made your contracts, sent your invitations and prepared your agenda?
- ✓ If needed, have you secured a screen and projector?
- ✓ Do you have staff available to help with setup?
- ✓ An onsite dumpster is located on the property for your convenience after your event.

FSREF Rental Agreement

1. On this date, _____ permission is hereby granted by the Board of Directors for Florida Strawberry Research and Education Center (hereinafter, FSREF) to _____ (hereinafter, Renter) to use and occupy the FSREF property in Dover, Florida (hereinafter Facility) for the following and for no other purpose:

2. Use Date: Use of the rented space shall begin at 8:00 a.m. on _____, for the purpose of the event and shall end at 12 a.m. midnight on _____.

3. Return of Contract: Dates requested by the Renter are not considered firm until FSREF approves the event and the Renter returns the signed contract accompanied by the deposit. Failure to comply means the Renter automatically cancels arrangements made with the Florida Strawberry Research and Education Center.

4. Premises: It is agreed that the Renter shall take the premises as he finds them.

5. Venue Rental: Renter agrees to pay FSREF for the use of Facility, the sum of \$350.00

6. Deposit: Renter agrees to pay an additional \$200.00 damage deposit with the return of this signed contract. Renter agrees to make such deposit by check, money order or over the phone by credit card made payable to the FSREF. A full refund of the deposit will be returned if no damages occur.

7. Insurance: renter shall provide liability insurance of \$1,000,000 for itself and all of its participants. The Renter shall provide FSREF with a certificate of insurance no less than 30 days before the scheduled rental. FSREF must be given notice of cancellation/modification of the insurance.

8. Services Provided: All expenses, including technical labor costs, incurred by the FSREF will be billed to the Renter.

9. Damages: Renter shall be responsible for the payment of any and all damages to the building, furnishing, fixtures, or equipment whether caused by Renter or his/her employees, agents, representatives or guests. Damage to the premises shall be at the expense of the Renter.

