



**AGREEMENT APPLICATION FOR
FOUNTAIN OF YOUTH PROPERTIES, INC. SITE**

This Agreement is made effective as of the ___ day of _____, _____ (the "Effective Date"), by and between _____ ("Renter") and Fountain of Youth Properties, Inc. ("FOY"). This Agreement, together with the Rental Agreement Application and Use Policy attached hereto and incorporated by reference herein, constitute the entire agreement between the Renter and FOY. This Agreement shall not be binding until signed by both the Renter and an authorized agent of FOY.

Renter does hereby agree to indemnify, defend and hold harmless FOY, their employees and agents, from all claims, losses, liability and expense, including attorneys' fees, arising directly or indirectly out of or in connection with your event at the Fountain of Youth Archaeological Park, located at 11 Magnolia Avenue, St. Augustine, Florida, which is scheduled to occur on _____, _____ (the "Event"), or arising out of the negligent or intentional acts or omissions of the Renter or Renter's agents, participants, and invitees. FOY reserves the right to take photographs of all events for use in marketing the property. This contract serves as a signed photo release from the Renter.

In the event of extenuating circumstances beyond FOY's control, such as acts of God, extreme weather, terrorist attacks, and other reasonable causes, FOY shall not be responsible for fulfilling its obligations under the terms of this Agreement or any other agreement for rental or use of any facilities at FOY and shall not incur any monetary expenses for reserved services or facilities.

By signing this Agreement you acknowledge you have read and understand this entire Agreement and the Fountain of Youth Properties, Inc. Use Policy.

Renter Signature

Fountain of Youth Properties, Inc. Signature

Print: _____

Print: _____

Date Booking Deposit received: _____

Date Rental Fee received: _____



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GENERAL INFORMATION:

Date of Event: _____ Time: Begins: _____ Time Ends: _____

Event Description: _____

(Include bride and groom names if the event is a wedding or wedding reception)

Number of People Attending _____

Event Location on Site _____

Name of Renter: _____

Address of Renter: _____

City: _____ State: _____ Zip: _____

Telephone Numbers of Renter: #1 _____

Cell: _____ Fax: _____

E-mail of Renter: 1# _____

#2 _____

Designated Contact Person Name and Telephone Number: #1 _____

#2 _____

Relationship to Renter: _____

Contact person and telephone # for date of event: _____

VENDORS: This information is to be provided to FOY no later than 30 days before the event

Rental Company: _____

Event Planner: _____

Caterer: _____

Entertainment: _____

Florist: _____

Photographer: _____



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For all Wedding/Reception or Reception Events at the Fountain of Youth Properties, Inc. Site, renter must provide a Professional Wedding Coordinator, approved by The Fountain of Youth Properties, Inc. to manage the event. If a Wedding Coordinator is not provided, Renter must designate an individual to serve as contact for date of event and during event, and provide contact information to our onsite event coordinator. The name of the Wedding Coordinator or designee must be provided to the FOY no later than 30 days before the event. Renters are required to have a "greeter" in front of our ticket booth no later than 30 minutes before the event, until start time of the event, to direct guests to the event location. FOY does not provide this service. If there is no greeter, FOY staff will secure the Park gates and entrance area, and guests will be unable to enter the Park.

_____ (initial)

DAYTIME RENTALS:

The Fountain of Youth remains open during normal business hours. Should you choose to have a "Day Time" event, please understand that there will be other guests on the property.

The rental fees and terms for the grounds at The Fountain of Youth are as follows: Daytime rental rate is \$700. This is for a 2 hour ceremony only, **no food or drink allowed**. These rates apply only before 5:00 p.m.; any event booked at daytime rates must conclude by 5:00 p.m. Daytime events are limited to 100 people.

*A \$300.00 booking deposit must be made in advance to secure your date on the schedule. This is deducted from your rental balance. The rental balance is due 60 days prior to the event. Cash, check or credit card is accepted for all payments. A refundable security deposit of \$300.00 is required, due 10 days prior to event, refundable by Fountain of Youth two weeks after the event provided no damage is declared by The Fountain of Youth, the premises are left clean ,all vendor equipment is properly handled, and no additional services were rendered by Fountain of Youth. If charges for damages, additional services, improperly handled equipment or dissatisfactory cleaning exceed the amount of your security deposit, the Renter will be billed for those charges.

_____ (initial)

EVENING RENTALS:

"Evening Time" rentals 5:00 PM. to 10:00 PM.: \$4,000.00 Per Event, plus applicable sales tax. Site capacity is 300 people for evening events where tents are used and food and drink are served. No food or drink may be served before 5:00 p.m. A \$1000.00 booking deposit must be made in advance to secure your date on the schedule. This is deducted from your rental balance. The rental balance is due 60 days prior to the event. Cash, check or credit card is accepted for all payments. A refundable security deposit of \$300.00 is required, due 10 days prior to event, refundable by Fountain of Youth two weeks after the event provided no damage is declared by The Fountain of Youth, the premises are left clean ,all vendor equipment is properly handled, and no additional services were rendered by Fountain of Youth. If charges for damages, additional services, improperly handled equipment or dissatisfactory cleaning exceed the amount of your security deposit, the Renter will be billed for those charges.

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Evening rental includes the use of 170 chairs, 15 round 60 inch tables, and 15 rectangular 8 foot tables for use in the pavilion. If renter wishes to use these items in other areas of the Park, the fees are as follows:

Chairs \$2.00 each

Tables \$6.00 each

Price does not include set up or take down. Rates are \$2.50 per person, per location in the park. Minimum fee is \$100. We set up and take down only FOY equipment, and do not offer any moving of items during the event.

Rental, set up and take down must be scheduled no later than 30 days in advance of the event. If Renter is setting up and taking down, all items are to be returned to their initial positions and condition. Failure to do so will result in FOY retention of the \$300 security deposit.)

_____ (initial)

Overtime charges are as follows: \$300.00 per half hour. All guests must exit the Park by 11:00 p.m. for evening events, 6:00 p.m. for daytime events. All equipment, etc. must also be removed within these time frames, unless otherwise arranged with FOY. Overtime charges will begin if guests or event items remain past these designated times.

_____ (initial)

VENDORS:

Fountain of Youth must approve all vendors that will be working on the Fountain of Youth property for your event 30 days prior to your event and these vendors must be licensed and insured. All food brought on the property must be handled by professional catering company; Fountain of Youth does not allow individual renters to bring food on site for use at your event. Vendors are guaranteed access to the property approximately 2 hours prior to start of the event. **All arrangements for delivery, set-up and removal of equipment and props must be arranged by the renter and coordinated by a professional Wedding Planner approved by the Fountain of Youth.** Vendors are required to break down and clean up all supplies and accessories at the conclusion of the event. FOY does not provide equipment, transport, set up or take down of outside vendor items. No storage will be provided for left items and The Fountain of Youth accepts no responsibility for lost or misplaced items.

_____ (initial)

Music must stop at 10:00 PM. Last call for alcohol being served is 9:45 PM. Bar must close at 10:00 PM. Break-down and clean-up will begin at 10:00 PM. and all guests and vendors must be off the site by 11:00 PM. Overtime charges are: \$300.00 per half hour.

_____ (initial)

CONDUCT:

The renter is required to conduct the event in an orderly manner in full compliance with applicable laws, regulations, and Fountain of Youth rules.

Due to the value of the gardens, grounds, and buildings on the Fountain of Youth site the renter assumes responsibility for the conduct of all persons in attendance (including vendors) and for any damage or theft done to persons or property on or about any part of the Fountain of Youth premises. Any damage to parts of the Fountain

of Youth, any special cleaning costs or any other expenses incurred by Fountain of Youth because of the event, will be deducted from the refundable \$300.00 deposit or billed to the renter. **A Fountain of Youth Properties, Inc. staff member will be present for your event in case of property emergencies whose only responsibility is to oversee the property.**

_____ (initial)

PICNIC TABLES:

Renter may use the FOY picnic tables, but FOY does not provide set up or take down of these tables. Renter may move tables, and must return them to their initial positions after the event. Picnic tables may NOT be used in the Pavilion. Failure to return them to their initial positions will result in FOY retention of the \$300 security deposit.

_____ (initial)

ALCOHOL, FOOD, BEVERAGE:

The Fountain of Youth welcomes any vendor/caterer on our “Preferred List”. All other vendors must be approved at least 30 days prior to the event. Selling alcoholic beverages during an event is prohibited and The Fountain of Youth is not responsible for alcoholic beverage consumption. The renter is responsible for following all Federal, State, and Local laws regarding alcoholic beverage consumption.

_____ (initial)

ENTERTAINMENT:

Any entertainment, D.J., band etc. from our “Preferred List” is welcome. Any other entertainment must be approved by the Fountain of Youth 30 days prior to your event.

Please be advised, the City of St. Augustine noise ordinance is in effect beginning at 10:00 PM.

_____ (initial)

REHEARSAL TIME:

FOY will allow 45 minutes for a rehearsal at a date and time prior to event date. Rehearsal will be scheduled based on scheduled events. All rehearsals will be scheduled to end no later than 5:00 p.m. Rehearsal attendance is limited to people participating in the ceremony, and the immediate family of the bride and groom.

_____ (initial)

OUTDOOR FACILITY:

The Fountain of Youth is an outdoor venue, and inclement weather could impact a private event. It is the renter’s responsibility to arrange additional tenting, cooling or heating with their event equipment vendor. A daytime event may add use of the pavilion only in the event of rain. Fee must be paid in advance of the start of the event. Fees are (in addition to initial rental fee) \$250 for 1 to 25 people, \$500 for 26 to 50 people, \$1000 for 51 to 100 people) Rental of the pavilion for daytime events will include chairs, but not set up or take down.

_____ (initial)

ARCHAEOLOGICAL PARK:

As an archaeological park, the Fountain of Youth is subject to periodic visits by the University of Florida. These visits may include archaeological digs, which may require large holes, tents, and specialized equipment. We have no control over the scope or duration of these digs. We often receive little notice of these visits, and rarely is it possible to forecast the duration or scope of a particular study. We are unable to move, rearrange or in any other way alter the dig sites. An active dig on our property shall NOT be considered cause for cancellation of this contract.

_____ (initial)

CANCELLATION:

If the renter must cancel this agreement for any reason the following cancellation penalty will apply:

- Booking deposits are not refundable.
- Booking fees are non refundable 60 days or less before event.

_____ (initial)

ADDITIONAL TERMS: Any agreements for services, equipment, arrangements or prices that are discussed, requested or promised outside of this written contract are non-binding.

_____ (initial)

PLEASE MAKE ALL CHECKS AND OTHER MONIES PAYABLE TO:

Fountain of Youth Properties, Inc.
11 Magnolia Ave
St. Augustine, FL 32084
(904) 829-3168

Payments should be put to the attention of Events Coordinator
You may also email your paperwork to foyweddings@gmail.com, or fax to (904) 829-1529



PREFERRED VENDORS

Bakeries

Sweet Weddings	(904) 824-2420
Publix	(904) 461-0231
Crème de La Cocoa – Nils & Bailey Rowland	(904) 466-9499 • hello@cremedelacocoa.com

Caterers

Five Flags Café – Brian Whittington	(904) 501-5287
Culinary Outfitters – Mary	(904) 829-2727
Hilton Historic Bayfront – Carole Everitt	(904) 829-2277 x7621
Harry's – Nick Hilbrich	nickhilbrich@hookedonharrys.com
Purple Olive – Peter Kenney	www.purple-olive.com
A1A Aleworks – Erin D'Agostino	edagostino@cwrestaurants.com
By Design Catering – Tasha	(904) 334-2849

Decorations

Celebrations	(904) 824-1965
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Florists

Flowers by Shirley	(866) 273-6358
57 Treasury	(904) 827-1707
Jade Violet Wedding & Event Floral Boutique	(904) 415-2480
Flower Works – Faye Kenney	(904) 824-7806

Lighting

St. Johns Illuminations – James, Lindsay or Andrea	(904) 436-5973
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Music

McGee Entertainment	(904) 635-9388
Y Entertainment	(904) 230-4574
James and Sylvia Kalal	(904) 534-0642

Officiants

Reverend Bill Young	(904) 826-0715
John Reardon	(904) 982-2210
Reverend Deborah Montana	(904) 476-7693
Elegant Events – Betty and Allen Crosby	(904) 540-5333

On-Site Hair and Makeup

The Bardot – Britnye Shore	britnye@thebardot.com
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Photographers

Zach Thomas	(904) 347-7616
Nick Hurski	(904) 314-8350
Life & Love Studio	(904) 687-3437
Kate Gardiner	(602) 370-0794
Bethany Walter Photography	(904) 704-8344

Transportation

Old Town Trolley	(904) 829-3800
Country Carriages	(904) 826-1982



PREFERRED VENDORS

Rental Equipment

Andy's Taylor Rental – Amy (904) 471-2991
St. Johns Illuminations – James, Lindsay or Andrea (904) 436-5973

Videography

Coastal Creations Video – Austin (352) 875-6761

Wedding Coordinators

Endless Possibilities Events – Kelli (904) 347-8640
St. Augustine Weddings & Special Events – Karen (904) 814-3011
The Eventful Gals (904) 201-1215
Goddess Weddings (904) 476-7693
Coastal Celebrations – Lindsay (904) 501-9020
Uncorked Occasions – Brittany (904) 885-0043
Coastal Coordinating – Katy (904) 463-0423