



www.ppmuseum.org 850-674-2777

Gym Wedding Rental Agreement

Thank you for choosing the Panhandle Pioneer Settlement for your Special Day. We hope you enjoy your time with us. Please review the following information, and send your signed agreement and deposit to the Settlement.

RESERVATIONS

- A reservation is secured when a non refundable deposit of \$75 is received.
- The rental balance is due 30 days before the event date.

RENTAL FEES

- Gymnasium General Use & Church: \$30 per hour, with a 3 hour minimum. **Add 7.5% sales tax.**

RENTAL HOURS

- The rental fee includes the hours scheduled plus one hour before for set up and one hour after to remove personal items. Additional set up hours \$20/hr.
- Additional hours need to be scheduled at the time of rental agreement.
- If additional hours for set up are requested on days other than the event, regular rental rates will apply.

RENTERS CLEAN UP:

- Trash must be gathered and taken **off** the Settlement premises. Dumpsters are conveniently located in Sam Atkins Park in picnic area with blue roof.
- All dishes washed, dried and put away. Kitchen left clean. Remember collect what is yours. We cannot store items for you on the premises.
- Return anything moved to its original location. Tables and chairs should not be moved without permission.
- Tables and chairs must be **wiped off** and floors/rugs swept thoroughly.

DECORATION GUIDELINES

- No nails or abrasive adhesives can be used to hang decorations.
- Use only drip less candles inside of buildings, and tea lights on outside porches. Renter assumes all liability of damages from candles including, damage from waxes, fire, or personal injury.
- Please remember that our Settlement protects nature, so throw only birdseed. No silk petals, rice etc

PARKING

- Parking inside of the settlement is allowed only on the north side of the gymnasium.
- Handicap parking is located in the front end of the parking lot near the ramp leading to the gymnasium.
- At no time can vehicles go past the posted signs.
- Special arrangements can be made for transporting elderly and disabled from the parking lot to other rented buildings, please make all arrangements at time of reservation.

OTHER INFORMATION

- Drugs and Alcohol are not permitted on Settlement grounds
- Smoking is only allowed in the driveway of the settlement near ashtrays, cigarette butts need to be cleared away after event.
- Loitering around the grounds is not permitted for children or adults. Only the building or buildings rented and the surrounding area, and restrooms are allowed for traffic.
- The renter assumes responsibility for monitoring all children, children may not go into the store without supervision.
- The renter is responsible for any breakage or theft, during the rental period.
- Dancing in the Frink Gym is allowed as long as the dancers dance in their **stocking feet**, no dancing with shoes is permitted.

Extra Snapshot for the Panhandle Pioneer Settlement

The Settlement maintains an album and would like to include a photograph of your special day.

Contact office staff: 850-674-2777 Mon. - Fri. 8 - 4 pm CST

BUILDING RENTAL AGREEMENT FOR WEDDINGS

Name _____

Rental Date _____

Address _____

Start Time _____

End Time _____ *

Work Phone _____

Time should indicate rental time, one hour before and one hour after will be added for set up and removal of personal belonging included in the rental price.

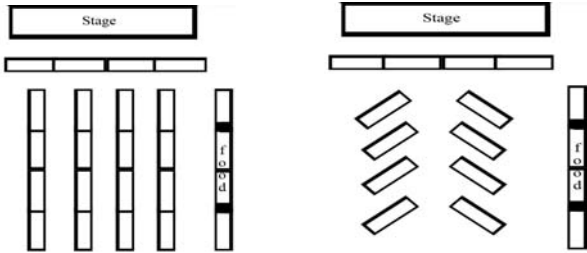
Home Phone _____

Email _____

Function _____ # of People _____

Table Lay Out Preference: mark the tables you want with an X,
Vertical tables are necessary for groups of 80 or more.
Please keep in mind the Gym only seats 100 comfortably.

Special Instructions / Needs:



***Three hour minimum**
For weddings*

Non refundable Deposit Fee	\$75.00
# of Hours ___ x \$30.00	
SUB TOTAL	
+7.5% sales tax	
Balance Due	

Staff Clean Up: A **Nonrefundable** fee of \$75 is charged for staff clean up.
Office staff: 850-674-2777

I have read the information provided to me in the previous page and understand my responsibility as renter.

Signature of Renter _____ Date _____

Please sign and return to:

By Fax
850-674-2778
If sending in form by fax
please, mail or deliver the
deposit payment.

By Mail
PO BOX 215
Blountstown, FL 32424

In Person
17869 NW Pioneer Settlement
Road
Sam Atkins Park
Blountstown Florida