



PSFB ODR Squadron Loan Program Agreement and Waiver of Liability

Name of Delta/Wing/Squadron/Det/Mission Partner organization assigned by pass code to PSFB/CCSFS: _____			
Number of Active Duty, Reserve and/or Guard currently assigned: _____			
Reservation POC: _____			
RANK/NAME	OFFICE PHONE	CELL PHONE	EMAIL
Alt. Reservation POC: _____			
RANK/NAME	OFFICE PHONE	CELL PHONE	EMAIL
Purpose for Program Use: Morale Event _____ DoD Retirement/Promotion _____ Official DoD Ceremony _____			
Day/Date/Time of Event: _____			
Equipment Pick Up Day/Date/Time: _____			
Equipment Return Day/Date/Time: _____			
Pickup and return times will comply with current ODR operating hours and policies. Equipment will not be authorized to loan for more than three (3) calendar days. Use of resources is subject to mission priority and customer demand.			
Reservation POC Commander: _____			
	RANK/NAME	SIGNATURE	DATE
OR			
Delegate Authority: _____			
RANK/NAME	CAPACITY	SIGNATURE	DATE
Delegate Authority must be in the capacity of Vice, SEL/SEA, Deputy, First Sergeant, or Superintendent.			
Facility: Beach House Upper North Deck _____ Beach House Rec Room _____ Chevron Park North Pavilion _____ Chevron Park South Pavilion _____ Tables Beach Park _____ ODR Dock Pavilion _____			

4 March 2024. All other versions of this form are obsolete.

Equipment:

110 qt Cooler (3) _____	5 gal Cooler (2) _____	10 gal Cooler (2) _____	Chairs (60) _____
8 ft Table (4) _____	6 ft Table (10) _____	Charcoal Grill (1) _____	10x10 Canopy (4) _____
Bounce House (1) _____ *APF only*	Battle Ball Set (1) _____	Flag Football Set (1) _____	Softball Set (1) _____

Additional items requested are subject to the advertised loan fee per item. Use of UNITE funds is highly encouraged.

The Reservation POC is herein known as the responsible party for the facility and equipment utilized and is subject to any and all advertised fees assessed for cleaning, damage, loss, late return, and/or abandonment. The fees are explained in the ODR Rental Guide and ODR Equipment Agreement. The Reservation POC shall initial next to each agreement item indicating acknowledgement, understanding and agreement to ensure each item is complied with.

_____ All property shifted during the event will be returned to its original location prior to departure. Participants will refrain from interfering with or impeding the use of the surrounding area(s) by others.

_____ Open flame cooking and fire pits are strictly prohibited. Electrical outlets will not support the use of crock pots, cotton candy, or popcorn machines. Hot coals will only be placed in the 'hot coal' can provided and no other trash receptacle or open area.

_____ Wind screen use will be coordinated with ODR and will not be used when winds prevent without risk of injury or damage.

_____ All trash will be removed and taken to the nearest dumpster and bags replaced (provided by ODR). Bathrooms will be left orderly and lights turned off before departing the area.

_____ Parking along Hwy A1A, in grassy areas or the ODR customer parking lot is not authorized. For more than 20 POVs, the POC will pre-coordinate with SLD 45 SFS (Tables Beach Park) and SLD 45 LRS (Chevron Park).

_____ Sale of alcohol or provision to personnel under the age of 21 is strictly prohibited. The Reservation POC will ensure DAF Bystander training is completed when alcohol will be available. Contact Susan Starkey at 321-494-8400/4012.

_____ Food trucks are not authorized without enacting first right of refusal from AAFES and ARAMARK and subsequent notification to ODR. Failure to do so will result in the direction to remove the food truck or end the event. ARAMARK is the only food and beverage service/provider authorized at the Beach House areas.

_____ Advertising and/or promotional use by non-approved entities is strictly prohibited.

_____ The use of all tobacco products is prohibited except in SLD 45-designated tobacco use areas.

SAFETY AND OPERATIONAL INSTRUCTIONS. By signing this document, I acknowledge and agree that an official representative of the Patrick Space Force Base Outdoor Recreation has provided adequate operational instructions to enable me to utilize safely and properly the facility and equipment rented to me, herein identified as the picnic area and equipment requested, and that I acknowledge, understand and agree to the penalties that may be incurred by me as the official renter of record and the user of the facility for failure to abide by the policies and procedures of this rental agreement.

WAIVER OF LIABILITY. By signing this document, the customer acknowledges that there are hazards associated with the use of the rental facility, including but not limited to, physical or permanent bodily injury, death, or damage to property. The customer shall assume all responsibility for injuries to persons and/or damages to property and shall release and forever hold harmless the Patrick Space Force Base Outdoor Recreation, United States Government, and its officers, agents, servants, and employees from any and all claims arising out of the customers use or the customers permission to use the rental facility, either expressed or implied.

I, (print name) _____, THE OFFICIAL CUSTOMER OF RECORD, HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT AND AGREE TO BE BOUND BY THEM. I FURTHER WARRANT AND REPRESENT THAT I AM THE OFFICIAL CUSTOMER OF RECORD AND I AM AUTHORIZED AND EMPOWERED TO ACCEPT THE DELIVERY OF THE REQUESTED RENTAL FACILITY AND SIGN THIS AGREEMENT.

Customer Signature/Date

Customer Contact Phone Number

Witnessed by: ODR Staff (print name, sign, and date)

PERSONAL DATA – PRIVACY ACT OF 1974 some of the information contained herein is personal and will not be disclosed the public without the consent of the individual IAW AFI 37-131 and AFI 37-132.