



THE ROD AND REEL RESORT

WEDDING EVENT GUIDELINES

Thank you for considering our wonderful location to host your special event. Whether you are looking for guest accommodations, an intimate setting for your ceremony, or beach reception venue, our staff will work with you to create a beautiful and memorable event that is uniquely yours!

Time and Noise Ordinances

All events must conclude prior to 10pm to coincide with the islands strictly enforced Noise Ordinances and broadcast volume restrictions. This means that your event should schedule to end no later than 9:30pm to allow a smooth and efficient flow of exiting guest traffic. At 10pm only registered guests are allowed on-site and access to pool grounds will be restricted to resort staff and contractors. _____ ★

Property Restrictions

All events are outdoor only and unfortunately no provisions can be made for inclement weather. Under no circumstances will events or guest traffic be allowed in our accommodation spaces and roped barriers will be placed to facilitate traffic flow. Only registered guests may use resort amenities and no amenity items will be accessible during an on-site event. _____ ★

Parking

There is no parking for events allowed on-site or in the City public pier parking lot which services the beach and Pier Restaurant. A shuttle provider, such as the Island Monkey Bus, can be contracted to transport guests from an approved location to the event. Guest drop-off in our unloading zone is permissible, but vehicles must exit public parking lot. _____ ★

Food Vendors and Caterers

There is no food preparation allowed or facilities on-site or indoor accommodations. All food must come prepared, warmed and ready-to-serve in chafing dishes which are either provided or rented from a local rental supply company. All food displays must be outdoors. Grills and ice machine may be available on request. _____ ★

Furniture

Some arrangement of existing furniture is possible and only by resort personnel. A layout of rented equipment and space can be discussed in advance to ensure that traffic flow and space meets your needs. No tents may be used on site. _____ ★

Decorations

Rear deck party lighting and tiki torches are available at no charge and installed by staff in approved locations. No other supplemental lighting is allowed or necessary. Guests can choose the pool color, and inflatables may be floated in the pool. There are no live flowers, petals or perfumes allowed in the pool or spa and will result in a minimum additional cleaning fee of \$500.00. Other decorations can be discussed, but are discouraged from both cleaning, installation and wind/weather concerns. _____ ★

Clean-up

Must occur on the night of the event by your vendors including removal of all supplies, excess materials, foodstuffs and trash. All vendors must be off-site by **11pm**. Rental equipment MUST be picked up by **10am** the following morning. There is no place to store equipment on site and late fees will be charged if equipment and rental items are not promptly removed and the outdoor space returned to original condition and set-up. _____ ★

Restroom Facilities

The only restroom open to event guests will be in Suite 8. Booked guests will have access to their accommodations, but non-registered guests may not use or traffic the interior accommodations of the resort. _____ ★

Resort Staff

Staff will be on-site during the set-up, event, and teardown to assist with traffic flow and your contractors. _____ ★

Alcohol

Alcohol may only be served by a licensed-to-pour bartender or provider including all personally purchased liquor. At no time is open, unsupervised, or self-serve liquor allowed. Any guests appearing to be intoxicated and a liability to themselves or others will be removed from the event. Alcohol is not allowed on the beach on AM. _____ ★

Smoking

There is no smoking allowed inside the resort premises or grounds at any time. _____ ★

Special Events Endorsement Liability Policy

Guests are required to purchase and provide copy of a \$1 Million liability event insurance policy that includes an alcohol provision. This can either be handled by your personal provider or through Great Florida Insurance (941-567-6266 | Brent Moss), a local island agent. _____ ★

Security Deposit

A refundable \$1000.00 security deposit will be required to cover any loss or damages resulting from your event. _____ ★

EVENT AND SERVICE CHECKLIST

Name (Groom) _____ (Bride) _____

Contact Phone _____ Contact Phone _____ Email _____

Date of Event _____ Time: Start _____ End _____ (before 9:30pm)

Description of Event _____

Maximum Number of Total Attendees _____ (not to exceed 75 persons)

Wedding Planner _____ Phone _____

Caterer _____ Phone _____

Caterer _____ Phone _____

Bartending _____ Phone _____ Alcohol Y N

Photographer _____ Phone _____

Rental Company _____ Phone _____ Items _____

Other Contractor _____ Phone _____

Other Contractor _____ Phone _____

Guest Parking Off-site Location _____ Shuttle Provider _____

Music: Y N Type: Band _____ DJ _____ House System _____ Dancing: Y N

Signature Groom _____ ★ Signature Bride _____ ★