



Unit Loan Program – Picnic Kit Request

Today's Date: _____

Received by (employee): _____

Unit:		Wing/Organization:	
POC:	DSN/Mobile:	Email:	
Alt. POC:	DSN/Mobile:	Email:	

Event Date: _____ Event Type: _____

Pick-up Date: _____ Time: _____ / Drop-off Date: _____ Time: _____

- **Pick-up/Drop-off dates and times are subject to ODR hours of operation.**

I, (Commander or First Sergeant) _____, 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 CUSTOMER AND I AM AUTHORIZED AND EMPOWERED TO ACCEPT THE DELIVERY OF THE REQUESTED RENTAL EQUIPMENT AND SIGN THIS AGREEMENT.

Commander or First Sergeant Signature

Date

APPROVED/DISAPPROVED _____
Signature of ODR Director/Date

Thank you for supporting the Outdoor Recreation Unit Loan Program. This program is designed to support Unit morale events and activities; and does not include the support of official military functions such as change of commands etc. or the AF R4R loan program for individual personnel on active duty.

Each Unit approved to participate in this program must be officially assigned to Patrick SFB or Cape Canaveral Space Force Station. The 45th Force Support Commander or designated representative may approve additional military organizations that support either installation.

Nonappropriated Fund (NAF) equipment is not authorized to be rented "free of charge" and is not included on this form. Per DAFI 34-101, equipment may not be loaned free of charge to private organizations.

Unit Loan Program Guidelines:

- Requests shall be submitted not more than 30 days in advance of the intended use date.
- Loan period may not exceed three (3) calendar days. Fees may be charged to the Unit for late returns.
- The equipment kit and picnic/pavilion area may be used on separate dates in the calendar year.
- The maximum number of equipment authorized is annotated next to each item.
 - Additional items are subject to the advertised loan fee.
- Each Unit may participate in this program once per calendar year.

Questions and concerns regarding this program shall be forwarded to the Director of Outdoor Recreation.

When form is complete email to outdoorrecreationpafb@gmail.com or call **321-494-2042**

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 33-332 AIR FORCE PRIVACY AND CIVIL LIBERTIES PROGRAM



Unit Loan Program – Picnic Kit Request

Fundraising

Use of an FSS facility by private organizations/unofficial activity and/or for the purposes of fundraising must be routed through the 45 FSS/FSR NAF Accounting Office. Please contact the Private Organization Monitor at 321-494-7069 or 45FSS.FSRPO.PrivateOrganization@us.af.mil for more information.

Food & Beverage Policy

Food Trucks are not authorized.

Beach House: External food and beverages are not authorized with the exception of a celebratory cake.

- For catering services please contact Aramark at **321-494-4422** or stdenis-amanda@aramark.com

- Customers in violation of the Food & Beverage Policy will be directed to remove the unauthorized food/beverages from the venue or depart the area entirely.

Alcohol Consumption Policy.

In accordance with AFI 34-219, *ALCOHOLIC BEVERAGE PROGRAM*, for the consumption of alcohol, Servers of alcoholic beverages on Air Force/Space Force installations are prohibited from serving alcoholic beverages to individuals who appear intoxicated or close to being intoxicated. The POC/Renter will complete the DRAM Shop Theory Training and are responsible for the safe use of alcohol for all members participating in this reservation. **Initials:** _____

FACILITY (choose only one):

Chevron Park (On Base) _____
Max Occupancy 120 ppl

Tables Beach Park (Off Base) _____
Max Occupancy 96 ppl

ODR Dock Pavilion (On Base) _____
Max Occupancy 50 ppl

Beach House Upper North Deck (Off Base) _____
Max Occupancy 49

- The reservation is exclusive to the Upper North Deck. The remainder of facility is common use at all times

EQUIPMENT: Items are subject to availability. *Limited equipment usage at Beach House.

Please annotate quantity, not to exceed the amount indicated in (): _____

_____ Ice Chests (4)	_____ Quarterback Toss (1)	_____ Flag Football Set (1)
_____ 5gal Water Jug (2)	_____ Tug-of-War Rope (1)	_____ Softball Set (1)
_____ 10gal Water Jug (2)	_____ Soccer Ball (1)	_____ Giant Jenga (1) Giant
_____ Chairs (64)	_____ Football (1)	_____ Checkers (1) Giant
_____ 8ft Tables (8)	_____ Horse Shoe Set (1)	_____ Get Knotted (1)
_____ 6ft Tables (8)	_____ Speed Mitton Set (1)	_____ Corn Hole Set (2)
_____ 10x10 Canopy (4)	_____ Volleyball Set (1)	_____ Bounce House (1)

POC initial next to each item:

- 1) _____ All equipment items shall be returned clean and dry.
- 2) _____ Facilities shall be left orderly/free of trash. Trash cans will be emptied at the nearest dumpster. * 40gal trash bags are available at the ODR customer service counter.
- 3) _____ Equipment shall be returned NLT 1630/4:30pm on the due date of return.
- 4) _____ Equipment shall not be left outside the ODR facility during non-operating hours.
- 5) _____ Fees will be assessed against the POC for equipment returned unclean, damaged or lost.
- 6) _____ Above fees will be assessed against the POC for equipment left outside of ODR during Non-operating hours when a staff member is not present to secure the item(s).

POC Signature: _____ Date: _____

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 33-332 AIR FORCE PRIVACY AND CIVIL LIBERTIES PROGRAM

DRAM SHOP THEORY AND WHAT IT IS

REF: AFI 34-219, ALCOHOL BEVERAGE MANAGEMENT

The Dram Shop Theory of Legal Liability is created by law or court decisions which impose on the server (owner or operator) of alcoholic beverages the duty to refuse to serve alcoholic beverages to patrons who reach or appear to be reaching the point of intoxication. Under some state or local laws, the server (owner or operator) may be held liable for damages when alcoholic beverages continue to be served/sold to such a patron who brings harm to property, himself or others.

CONSEQUENCES OF SELLING/SERVING ALCOHOL TO AN INTOXICATED PERSON:

- IF AN INTOXICATED PERSON SUBSEQUENTLY DEPARTS AND CAUSES HARM TO THEMSELVES OR OTHERS, THE SIGNING AGENT COULD BE HELD LIABLE FOR ANY DAMAGES.
- THE SERVER AS WELL AS THE PATRON MIGHT ALSO BE HELD LIABLE

HERE ARE SOME SIGNS THAT A PERSON MAY BE INTOXICATED THAT MAY HELP KEEP YOU AS A SERVER OF ALCOHOL OUT OF TROUBLE:

- CARELESS WITH MONEY
- ANNOYING OTHER PEOPLE
- BECOMING DETACHED OR BROODING
- ALTERED SPEECH PATTERN
- UNSTEADY GAIT OR WALK
- SLURRED SPEECH
- LOSING EYE CONTACT; UNABLE TO FOCUS
- BUMPING INTO PEOPLE OR FURNITURE; CLUMSINESS, LOUD, ARGUMENTATIVE, MEAN OR OBNOXIOUS BEHAVIOR

TIPS ON HOW TO HANDLE AN INTOXICATED PERSON:

- STAY CALM, BE COURTEOUS, DO NOT BECOME ENGAGED IN OR BECOME ARGUMENTATIVE WITH THE INDIVIDUAL
- DO NOT SERVE A SUSPECTED INTOXICATED PERSON ANYMORE ALCOHOL
- USE PHRASES LIKE "I'M SORRY SIR/MA'AM, I CAN'T SERVE YOU ANOTHER BEER, BUT I CAN SERVE YOU COFFEE, WATER OR SOFT DRINKS"
- OFFER FOOD
- HAVE PERSON CALL FOR A SAFE RIDE HOME OR OFFER TO CALL A CAB
- IF INTOXICATED PERSON BECOMES UNCONTROLLABLE, REQUEST ASSISTANCE FROM SECURITY FORCES AT 494-2008

I understand my responsibility under the Dram Shop theory of liability not to sell or serve alcoholic beverages to persons who appear to be intoxicated or nearing intoxication and not in complete control of their faculties.

Printed Name of Signing Agent

Signing Agent Signature

Date