

# Permit



Rohan Regional Recreation Complex  
850 Kristine Way  
The Villages, FL 32163

PHONE:(352) 674-8400  
EMAIL:  
Recreation.Department@districtgov.org

**Permit # R2106**

Status Approved  
Date Sep 17, 2021 4:13 PM

<b>Organization Name</b>	Archery - Club 2M@6PM-RO - 3002	<b>Organization Phone 1</b>	(352) 350-1613
<b>Customer Type</b>	Resident Lifestyle Group	<b>Number</b>	
<b>Organization Address</b>	Rohan Regional Recreation Complex The Villages, FL 32163		
<b>Agent Name</b>	Rod Burge	<b>Home Phone Number</b>	(352) 350-1613
		<b>Email Address</b>	rmburge@comcast.net
<b>System User</b>	NatoliJ		

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$0.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$0.00</b>
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$0.00

## 6 p.m. Archery Club 4 resource(s) 30 booking(s) Subtotal: \$0.00

**Event Notes:**  
 07/20/20: Created 2021 Booking # 54401. Meets 2nd Monday every month at Rohan/Colony Cottage and Laurel Manor rooms. Start: 6 p.m., End 7:50 p.m. JN  
 12/04/20: Dawna Dean approved leadership change from Blair Peterson to Rod Burg. Notified new leader via phone call and email message. JN  
 12/16/20: Leader, Rod Burge, advised via email message to Pat Carey that his group will not meet January, February and March 2021. Leader will let us know in March if the group will restart April 2021 or sooner. Confirmed with leader via phone call and email message. JN  
 08/03/21: Per email received from leader, Rod Burge, leader cancelled 08/09/21 event due to unforeseen circumstances. Leader advised club will resume 09/13/21 Emailed confirmation to leader. JN

To accommodate the future growth of the recreation centers, your regularly scheduled meeting may be subject to change to meet the needs of the community as a whole at any given time, with reasonable notice to the club contact.

06/25/21: Created 2022 Booking # 93540. Meets 2nd Monday every month at Rohan/Colony Cottage and Laurel Manor rooms. Start: 6p.m., End: 7:50 p.m. JN  
 Dates not available: 06/13/22(M), 09/12/22(M), 12/12/22(M) JN  
 M=Maintenance, H=Holiday, E=Elections, SE=Special Events. JN  
 09/17/21: Transferred to MaxGalaxy to Active. JN  
 11/02/21: Leader, Rod Burge, requested and Bruce Snyder approved to add Colony Cottage/Study and Tea rooms on 06/13/22, 09/12/22 and 12/12/22 with start time: 6 p.m., End: 7:50 p.m. Notified leader via phone call and email message. JN

**Booking Summary**

Colony Cottage Room @ Rohan (Resident Lifestyle Group)				Center: Rohan Regional Recreation Complex	
START DATE	START TIME	END DATE	END TIME	ATTENDEE	AMT W/O TAX
Oct 11, 2021	6:00 PM	Nov 14, 2022	7:50 PM	--	

*Occurs the second Monday of every 1 month(s) effective Oct 11, 2021 until Nov 14, 2022 from 6:00 PM to 7:50 PM*

Oct 11, 2021	6:00 PM	Oct 11, 2021	7:50 PM	1	\$0.00
Nov 8, 2021	6:00 PM	Nov 8, 2021	7:50 PM	1	\$0.00
Dec 13, 2021	6:00 PM	Dec 13, 2021	7:50 PM	1	\$0.00
Jan 10, 2022	6:00 PM	Jan 10, 2022	7:50 PM	1	\$0.00
Feb 14, 2022	6:00 PM	Feb 14, 2022	7:50 PM	1	\$0.00
Mar 14, 2022	6:00 PM	Mar 14, 2022	7:50 PM	1	\$0.00
Apr 11, 2022	6:00 PM	Apr 11, 2022	7:50 PM	1	\$0.00
May 9, 2022	6:00 PM	May 9, 2022	7:50 PM	1	\$0.00
Jul 11, 2022	6:00 PM	Jul 11, 2022	7:50 PM	1	\$0.00
Aug 8, 2022	6:00 PM	Aug 8, 2022	7:50 PM	1	\$0.00
Oct 10, 2022	6:00 PM	Oct 10, 2022	7:50 PM	1	\$0.00
Nov 14, 2022	6:00 PM	Nov 14, 2022	7:50 PM	1	\$0.00

**Laurel Manor Room @ Rohan (Resident Lifestyle Group)**

**Center: Rohan Regional Recreation Complex**

START DATE	START TIME	END DATE	END TIME	ATTENDEE	AMT W/O TAX
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Oct 11, 2021	6:00 PM	Nov 14, 2022	7:50 PM	--	
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Nov 8, 2021	6:00 PM	Nov 8, 2021	7:50 PM	1	\$0.00
Dec 13, 2021	6:00 PM	Dec 13, 2021	7:50 PM	1	\$0.00
Jan 10, 2022	6:00 PM	Jan 10, 2022	7:50 PM	1	\$0.00
Feb 14, 2022	6:00 PM	Feb 14, 2022	7:50 PM	1	\$0.00
Mar 14, 2022	6:00 PM	Mar 14, 2022	7:50 PM	1	\$0.00
Apr 11, 2022	6:00 PM	Apr 11, 2022	7:50 PM	1	\$0.00
May 9, 2022	6:00 PM	May 9, 2022	7:50 PM	1	\$0.00
Jul 11, 2022	6:00 PM	Jul 11, 2022	7:50 PM	1	\$0.00
Aug 8, 2022	6:00 PM	Aug 8, 2022	7:50 PM	1	\$0.00
Oct 10, 2022	6:00 PM	Oct 10, 2022	7:50 PM	1	\$0.00
Nov 14, 2022	6:00 PM	Nov 14, 2022	7:50 PM	1	\$0.00

**The Study Room (Resident Lifestyle Group)**

**Center: Colony Cottage Regional Recreation Complex**

START DATE	START TIME	END DATE	END TIME	ATTENDEE	AMT W/O TAX
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Jun 13, 2022	6:00 PM	Dec 12, 2022	7:50 PM	--	
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*Occurs on selected dates: Jun 13, 2022, Sep 12, 2022, Dec 12, 2022*

Jun 13, 2022	6:00 PM	Jun 13, 2022	7:50 PM	1	\$0.00
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Sep 12, 2022	6:00 PM	Sep 12, 2022	7:50 PM	1	\$0.00
Dec 12, 2022	6:00 PM	Dec 12, 2022	7:50 PM	1	\$0.00

**The Tea Room (Resident Lifestyle Group) Center: Colony Cottage Regional Recreation Complex**

START DATE	START TIME	END DATE	END TIME	ATTENDEE	AMT W/O TAX
Jun 13, 2022	6:00 PM	Dec 12, 2022	7:50 PM	--	
<i>Occurs on selected dates: Jun 13, 2022, Sep 12, 2022, Dec 12, 2022</i>					
Jun 13, 2022	6:00 PM	Jun 13, 2022	7:50 PM	1	\$0.00
Sep 12, 2022	6:00 PM	Sep 12, 2022	7:50 PM	1	\$0.00
Dec 12, 2022	6:00 PM	Dec 12, 2022	7:50 PM	1	\$0.00

**Custom Questions**

QUESTION	ANSWER
What is your group's website?	<a href="http://www.villagesarcheryclub.com">www.villagesarcheryclub.com</a>

**Waivers and Information**

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Resident Lifestyle Group	Oct 11, 2021	Rod Burge	Waiver Signed by: Rod Burge on Sep 17, 2021

Due to the popularity and volume of activities offered by our resident lifestyle volunteer groups, the recreation department is unable to provide storage for clubs within the recreation facilities, either on a temporary or permanent basis. All items must be brought in and taken out after each meeting.

Each recreation center offers a pre-determined inventory of equipment and supplies.

Any special needs or requests should be submitted 48 hours in advance by calling the recreation center where your meetings are held.

Resident lifestyle groups are volunteer and non-profit entities which sponsor activities, meetings and events separate from district operations, entities and functions. Requests for auxiliary aids for resident sponsored events should be directed to the resident contact listed on the facility permit. The resident contact shall determine the provisions for providing auxiliary aids on a case by case basis, determining whether the request would place an undue hardship on the resident lifestyle group.

Resident lifestyle groups are for residents and guests with valid ids only. Please have all members carry their Villages' id with them to all scheduled functions. Due to popularity resulting in high attendance at clubs/activities held at the recreation centers, residents are given priority. Eligible guest(s) participation in resident lifestyle clubs/activities may be limited due to facility space requirements. For information regarding peak participation and to review the guidelines visit [www.districtgov.org](http://www.districtgov.org).

All resident lifestyle volunteer leaders and participants are required to sign and adhere to the code of conduct. Violation of the code of conduct could result in loss of amenity privileges.

Groups are not to store any items in the recreation centers without prior approval from recreation department.

Resident support groups that are recognized through the American Medical Association qualify to have a maximum of ten (10) non-qualified guests attend their meetings. Sign in sheets and rosters will be maintained and provided to the recreation department by the resident group leader.

When there is a change of officers/contact person within the resident lifestyle group, it is the responsibility of the resident contact to notify the recreation department of these changes.

It is the responsibility of the officer/contact person to fully understand the permit noting meeting dates and times. The notes on this permit are a valuable resource. Please read the notes carefully to fully understand any changes in your meeting dates and location.

I understand it is my responsibility to notify the recreation department of any changes in officers/contact person and I have received a copy of my permit, along with a copy of the resident lifestyle volunteer guidelines and have reviewed my meeting time, dates and location.

For the public health and safety of staff and participants, the recreation department reserves the right to move, modify, cancel, or alter this contract at any time. All activities taking place in recreation facilities shall be done in accordance with county, state, & federal laws. Liability: The Villages of Lake-Sumter, Inc., The Villages land company, LLC, and The Villages Community Development District(s) assumes no risk of liability in the use of these facilities. The recreation department shall not be held responsible for any lost or damaged personal property left in the district facilities. The person, entity or organization requesting and receiving a facility

contract for rental of a district facility shall have the sole responsibility to accommodate qualified individuals pursuant to the Americans with Disabilities Act (ADA). An individual (s) or group (s) which sponsor activities, meetings and events separate from district operations, entities and functions. Requests for auxiliary aids for rental of facility events should be directed to the contact listed on the facility contract. The contact shall determine the provisions for providing auxiliary aids on a case by case basis, determining whether the request would place an undue hardship. Assistive listening systems are available at recreation centers throughout The Villages. To inquire on having one of these devices at your next club or group meeting, please contact the recreation center manager for assistance. For additional information, please visit [districtgov.org](http://districtgov.org). Any person requiring special accommodations because of a disability or physical impairment should contact recreation administration at (352) 674-1800 at least five (5) calendar days prior to the event. The district will make the necessary reasonable arrangements to assist the resident with their request for district sponsored events or activities. Under no circumstances are the ADA lifts located behind the theater to be used for moving equipment. It is for the transport of individuals with accommodation needs only. The contract holder is responsible for any ascap\*, bmi, gmr, mpla, and sesac fees resulting from the sale of audio and video products, and additional licensing. The leader and/or club are responsible for additional licensing approval, royalties and fees if deemed necessary for their production. \*the calculation and payment of all ascap fees are the sole responsibility of the leader. Ascap fees can be calculated and submitted on behalf of leader if requested. The current rate for ascap fees is .80% of all ticketed sales less any taxes and fees. When hosting an event, it is the contract holders' responsibility to make an announcement prior to the start of the event notifying the occupants of the location of the exits to be used in case of an emergency. Contract holder shall meet with the staff prior to the event to review the emergency exits. Vehicles, tables, chairs, etc. are not to be placed in any egress or ingress that would impede unrestricted access to the building by emergency personnel and participants for safe entry and exit of the building. In accordance with food prep health codes, the kitchen facilities are for warming purposes only! Use of recreation center inventory (tables, chairs, equipment, and a/v) is dependent on availability. The renting organization or individual must provide any additional tables, chairs, equipment or a/v at own expense. Recreation center parking lots are for the use and enjoyment of activities scheduled at the center. District rules prohibit bus/transportation companies to use downtown/square areas or recreation centers as a pick-up location for day trips, cruise destinations or any other organized activities. Please abide by the start time and stop times on the facility contract. Additional time used will be deducted from the security deposit as noted on the walk through form received from the recreation center. A district employee will be in charge of facility during event and the district reserves the right to restrict access to any facility. The district will determine, depending on the event, if law enforcement or special events staff support is required. The renting organization or individual is responsible for paying these charges in addition to any rental charges. All activities must comply with posted occupancy limits. Any event that exceeds building capacity may be terminated without notice or refund of fees. The selling of any products, goods, or services for proprietary/profit in district facilities is strictly prohibited unless approved by the director of recreation. No gambling allowed on any district property under Florida law statute 849.085. Failure to comply will result in loss of room privileges and possible civil and criminal prosecution by the state attorney's office. Residents can bring in their own food for event. If an event is to be catered, the catering service must be a licensed and fully insured Florida catering service. Catering documentation must be on file in facility reservations office prior to event. BYOB policy applies - each guest would bring their own alcoholic beverage for personal consumption. Individuals may not sell alcoholic beverages or distribute alcohol at the event for consumption. Kegs are prohibited. If found in violation of the BYOB policy and serving alcohol as an unlicensed vendor, it will result in the loss of future room privileges and possible legal action. Or alcohol provided by a licensed and fully insured Florida catering service with a liquor license and liability insurance. Documentation would need to be on file in this office prior to the event. Due to county ordinance, the placement of temporary directional/event signage along any right of way/common area is strictly prohibited. We do not allow the use of birdseed, rice, rose petals, oil lamps or sparklers. Candles are permitted only if enclosed. No open flames allowed. The use of powders/sawdust/etc. on the recreation center floors is prohibited. Any fees assessed due to damages that occur during your scheduled time will be added to your contract. The recreation centers are decorated during the holiday season. Due to the cost of these decorations, and their placement in specific locations in the recreation centers by our design team, staff nor customers will not be permitted to remove, alter or displace any decorations during this time period. This time period is from November to February.

X:

X:

Date:

Date:

**Rohan Regional Recreation Complex**

Mailing Address: 850 Kristine Way, The Villages, FL  
32163

Phone Number: (352) 674-8400

Email Address: [Recreation.Department@districtgov.org](mailto:Recreation.Department@districtgov.org)

**Archery - Club 2M@6PM-RO**

Customer Type: Resident Lifestyle Group

Customer ID: 135369

Mailing Address: Rohan Regional Recreation Complex, The Villages, FL  
32163

Organization Phone 1 Number: (352) 350-1613

Authorized Agent Name: Rod Burge

Home Phone Number: (352) 350-1613

Email Address: [rmburge@comcast.net](mailto:rmburge@comcast.net)