



Managed by Kong Vacation Homes
Property Address: 2430 SW 130th Ave, Davie, FL 33325
Phone: (866) 498-3970
Email: info@saintpatrickpalace.com

Request for Special Event Use Form

Event Title: _____

Type of Event: _____ Wedding _____ Birthday/Social _____ Corporate _____ Non-Profit

Client Name: _____

Proposed Event Date/s (MM/DD/YY): 1. ____/____/____ 2. ____/____/____ 3. ____/____/____

Event Start Time: _____ AM / PM Event End Time: _____ AM / PM

Requested Amount of Set Up/ Breakdown Time: Set Up: _____ Hours Breakdown: _____ Hours

Package Use: _____ General Event _____ General Event with Main House Access
_____ Event Plus Suites _____ Event Plus Overnight Stay

No. of People on Site: Guests: _____ Crew/Staff: _____

Client Name: _____

Phone No.: _____ Mobile : _____

Email Address: _____

Billing Address: _____

City _____ State _____ Zip _____

Event Planner/Coordinator Name: _____

Phone No.: _____ Mobile : _____

Email Address: _____

Address: _____

City _____ State _____ Zip _____

Event Contact Person Name (if different from above): _____

Phone No.: _____ Email Address: _____



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Overnight stay on property requested? ☐ Yes ☐ No

If yes, Length of Stay: _____ Number of Guests: _____

Date(s) of Stay: _____

Event Cancellation Insurance? ☐ Yes ☐ No

Any questions or special requests:

PLEASE NOTE:

- All vendors need to be insured, and licenses may be required.
- Venue tours will be given by appointment only.
- This Request for Special Event Use must be submitted for pre-approval before entering into a Venue Rental and Use Agreement, which the venue manager will provide within five (5) days of receipt of this Request.
- Dates will only be secured once you and the venue manager execute the Venue Rental and Use Agreement and provide payment of all required payments. Some dates may require 100% payment.