

BOLINGBROOK PARK DISTRICT

201 Recreation Drive • Bolingbrook, Illinois 60440 • 630-739-0272

Application For Park Permit

ALCOHOL BEVERAGES PROHIBITED

Please complete this form and submit all copies to the park district. Your copy will be returned following approval of the application.

Person Responsible: \_\_\_\_\_ Application Date: \_\_\_\_\_

Organization: \_\_\_\_\_ Received By: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Day: \_\_\_\_\_

\_\_\_\_\_ Phone Night: \_\_\_\_\_

Number of Participants Expected (must be filled out): \_\_\_\_\_ Adults \_\_\_\_\_ Children

Is your group: \_\_\_\_\_ family or private party \_\_\_\_\_ non-for-profit organization

Park requested: \_\_\_\_\_ Type of Park: Premier \_\_\_ Standard \_\_\_ Neighborhood \_\_\_

Date \_\_\_\_\_ Day \_\_\_\_\_ Time \_\_\_\_\_ to \_\_\_\_\_ Field, Court, or Park Facility \_\_\_\_\_

Type of Activity: \_\_\_\_\_ Event Fee: \_\_\_\_\_

Will Activity Include: \_\_\_\_\_ Music \_\_\_\_\_ Tents \_\_\_\_\_ Inflatable \_\_\_\_\_ Catering \_\_\_\_\_ Other

Amplified music, bands, DJ's not allowed unless approved by Director. Any checked items may require an Event Fee and/or Public Liability Insurance. See Terms and Conditions Item A and N on back.

Other Activities not listed above: \_\_\_\_\_

Restroom keys for Premier Parks: Central Park, Indian Boundary Park, James S. Boan Woods, Remington Lakes Sports Complex and Wipfler Park may be picked up the day before or morning of event at Bolingbrook Recreation and Aquatic Center, Annerino Community Center or Hidden Oaks Nature Center and must be returned after event or deposit will be retained. Information concerning portable restroom rental for parks without restrooms is available by calling 630-739-4696.

PICNIC KIT FORM AVAILABLE UPON REQUEST

Note: BAC Youth Sports organizations and Valley View School District must submit a game schedule form in order for this permit to be approved.

WAIVER

"As a user of the above Park District Facility or Park, I recognize and acknowledge that there are certain risks of physical injury and I and those in my charge agree to assume the full risk of injuries, including death, damages or loss which I and those in my charge may sustain as a result of participating in any and all activities connected with or associated with such use of Park District Facilities or Parks."

"I agree to waive and relinquish all claims I and those in my charge may have as a result of use of Park District Facilities or Parks against the Park District and School District and its officers, agents, servants and employees."

"I do hereby fully release and discharge the Park District and School District and its officers, agents, servants, and employees from any and all claims from injuries, including death, damage or loss which I and those in my charge may have or which may occur to us on account of our participation in the use of Park District Facilities or Parks."

"I agree to protect, indemnify, save, defend and hold harmless the Park District, its officers, officials, volunteers, employees, and agents (hereafter collectively referred to as "District") from and against any and all liabilities, claims for compensation, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney's fees, for which the District may become obligated by reason of any accident, injury or death of persons or loss of or damage to property, arising indirectly or directly in connection with or under, or as a result of this agreement, whether such loss, damage, injury or liability is contributed to by the negligence of the Park District or by the premises themselves or any equipment thereon whether latent or patent, or from other causes whatsoever, except for claims, damages, penalties, causes of action, costs and expenses, arising solely by virtue of any negligent act or omission of the District."

By signing this reservation form, I acknowledge that I have read and agree to abide by all Park District rules and regulations, including the cancellation policy on the reverse side of this reservation form. I also agree that I am solely responsible for the actions and conduct of my guests and invitees, and for assuring compliance with all applicable rules and regulations pertaining to my scheduled event. I understand and agree that my security deposit shall be forfeited for any violation of this agreement.

Signature \_\_\_\_\_

(Adult over 21)

Reservation #: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Fee: \_\_\_\_\_  
(with Resident ID Card)

Fee: \_\_\_\_\_  
(without Resident ID Card)

Event Fee (If required): \_\_\_\_\_

Event Fee (If required): \_\_\_\_\_

Deposit: \_\_\_\_\_

Deposit: \_\_\_\_\_

Total Paid: \_\_\_\_\_

Total Paid: \_\_\_\_\_

## TERMS AND CONDITIONS

- I. All Permits are subject to Bolingbrook Park District Ordinances.
- II. Additional rules and regulations applying to permits for Park District facilities are:
  - A. **Park Permit Fee Schedule:**

All Park Permits will have a **\$50 Refundable Deposit plus the non-refundable fee listed below:**

<b>Premier Parks</b>	With Resident ID <b>\$75</b>	Without Resident ID <b>\$150</b>
<b>Standard Parks</b>	With Resident ID <b>\$50</b>	Without Resident ID <b>\$100</b>
<b>Neighborhood Parks</b>	With Resident ID <b>\$25</b>	Without Resident ID <b>\$ 50</b>
<b>Event Fee</b>	<b>\$100 Non-Refundable Event Fee Plus Associated Park Fee</b>	

(Event Permit necessary for permits of 150 people or more and/or any of the following: 5K, petting zoo, pony rides, dumpsters, bleachers, dunk tank, port-a-let, large tents(any tent that is not a pop-up).This list is not inclusive.
  - B. In the event of damages, complaints, misconduct, supplying of inaccurate or misleading information on permit, etc. permit holder is subject to revocation of permit and/or denial of future permits and loss of their security deposit.
  - C. \$25 of the security deposit will be retained by Bolingbrook Park District if the permit holder does not return restroom key within 48 hours of the park rental.
  - D. **Cancellation/Refund Policy:** If a park permit reservation is cancelled only the security deposit is refunded. The Park District is not responsible for weather conditions.
  - E. When renting a shelter or picnic area you are reserving just that area. Since our parks are public property, all other facilities such as tennis courts, basketball courts, playgrounds, etc. must remain open to the public.
  - F. Renter is solely responsible for determining if the facility(s) is safe and/or appropriate for the activities contemplated by this agreement. Renter shall inspect the facility(s) prior to the event and advise the Park District of any potential dangerous condition. Renter shall warn its guests and attendees of any perceived dangerous condition.
  - G. Cooking is allowed on personal barbecue grills only. Hot coals must be extinguished and removed from the area. **NO OPEN FIRES.**
  - H. Groups are responsible for placing all trash in the trash cans provided or properly removing it from the site. The site will be inspected after each use. Any excess debris or damage will be the responsibility of the permit holder. In the event of damage, the group will be charged the cost of the repair.
  - I. Individuals or Organizations are not permitted to utilize Park District facilities or parks for financial gain.
  - J. The Bolingbrook Park District reserves the right to have a designated employee visit the event site to determine compliance with the terms of this rental agreement and/or for rule and regulation enforcement.
  - K. The Bolingbrook Park District will not be responsible for any accident or losses of property.
  - L. The person requesting the facility is responsible for the conduct of all adults and children in their party.
  - M. If renter does not show on day of rental, it will constitute a forfeiture of the administrative/rental fee; the deposit will be returned.
  - N. Public Liability Insurance in an amount of not less than \$1,000,000/Occurrence and Property Damage Insurance in an amount of not less than \$50,000 may be required, and a certificate of such insurance naming the Bolingbrook Park District as Additionally Insured must be forwarded prior to approval.
  - O. Park Hours: dawn to dusk (unless activity is an approved Bolingbrook Park District program or permittee received advanced written approval).
  - P. Applications must be signed and agreed to before approval.
  - Q. The District may make necessary changes or place necessary additional restrictions on any Permit after it has been issued.
  - R. Park permits will be issued on a first come first served basis beginning January 2<sup>nd</sup> of each year for same calendar year.
  - S. The Park District reserves the right to relocate any event based on unforeseen circumstances.
  - T. Vehicles are prohibited in parks. Special permit for loading and unloading is required. Must have approval prior to permit date.
  - U. **ALCOHOL BEVERAGES PROHIBITED.**
  - V. For the purpose of scheduling, the following list of priorities will be adhered to:
    - Park District Programs
    - Valley View School District Programs
    - Not-For-Profit Organizations
    - Private Individuals (w/Resident ID)
    - Private Individuals (Non-Resident)
    - Not-For-Profit (Non-Resident)

**White – Original**

**Yellow – To Applicant**