



Lindenhurst Park District
Parkman Pavilion Application
 2200 E. Grass Lake Rd., Lindenhurst, IL 60046
 Contact Lori at 847-356-6011 Ext. 1000 Lfriedl@lindenhurstparks.org

Invoice # _____

Rental Day & Date Requested: _____ Expected Attendance: _____

Event Type: _____

Arrival Time: _____ am/pm Departure Time: _____ am/pm

Group Name: _____

Renter Name: _____

Address: _____ City/Zip: _____

Cell: _____ Email: _____

Is the event open to the Public? Yes _____ No _____ Are you charging admission? Yes _____ No _____

The Parkman Pavilion is available to rent April 16 – October 16. The pavilion has a covered stage approximately 20'x30' with electrical hookup capability that must be requested prior to use. There is lawn seating at the pavilion for approx. 100 with additional seating on the grass area with 5 covered picnic tables.

All rental performances must adhere to the Village of Lindenhurst Special Use Permit guidelines. The Executive Director or his designee must approve all applications for use of the pavilion.

Rental applications must be filled out in full with the waiver signed and dated in order to process your application. Reservations are approved on a first-come, first-served basis, as measured by the receipt of a completed application and all related deposits and fees paid. Submitting an application is not a confirmation of the rental. Reservations may be placed in-person, or emailed to Lfriedl@lindenhurstparks.org. Fees are subject to change.

Security Deposit	\$	100
Hourly Fee	R \$ 100	NR \$ 125
Total Rental Fee	\$	_____
Staffing Fee	\$	_____
COI Received		_____
Total	\$	_____
<input type="checkbox"/> Deposit Refunded		

Attach a copy of Photo ID here for recognition:

01/11/22

RENTER RULES AND REGULATIONS

Alcohol: No Alcoholic beverages shall be sold, given away, delivered or consumed on District property; except when authorized by the Park Board of Commissioners.

Cancellations: Must be communicated 14 days prior to the rental date for a full refund, less a \$10 service fee. Cancellations made less than 14 days prior to the rental date are eligible for a 50% refund along with a service fee of \$10. The renter assumes the risk of inclement weather when renting an outdoor facility. No refunds will be given for inclement weather. Rentals cancelled due to inclement weather may reschedule subject to availability and an administrative fee of \$10.00. Lindenhurst Park District reserves the right to cancel any rental due to unforeseen circumstances that would prevent the renter from safely utilizing or reaching the rental facility (i.e. flood, fire etc.). In the case of a cancellation by Lindenhurst Park District, the renter shall receive a full refund of all rental fees including deposit.

Certificate of Insurance: Tents, canopies, inflatables or any type of staked equipment brought in from a rental company or personally owned must be listed for pre-approval and may require a Certificate of Insurance with a one-million dollar general liability coverage policy listing the Lindenhurst Park District as additionally insured. The need for event insurance will be determined by the type of event or level of activity. Park District staff will determine the necessary insurance requirements for each rental. When insurance is required, a copy must be provided to the Park District two weeks prior to the event. If requesting to sell food, a permit from The Lake County Health Department is mandatory.

Clean Up: Lindenhurst Park District property and equipment must be cleaned after use, trash placed in proper receptacles and all decorations & tape removed by the renter following the event. Insufficient clean-up will affect the refund of the renter's deposit.

Decorations: Decorations may be affixed using blue painters tape, string or command hooks. No tacks, nails, hooks or any type of clear adhesive tape are permitted. Some items we do not permit: open flames; artificial confetti or loose glitter of any size, Silly String, or fake snow.

Emergency Contact: If there is an emergency during your rental, please contact District Staff at 224-701-5019.

Hours: Rentals are available on select dates from 10:00a until sunset. No items can be stored at or delivered to the facility before or after your contracted time on the approved application. All events must start and end per hours listed on the approved rental application to avoid an additional charge or loss of your deposit. All parks close at sunset.

Music: No amplified sound is permitted in the park that produces noise levels that interfere with or detract from the general enjoyment of the general public in the surrounding area. Park Staff can require volume to be lowered if deemed necessary.

Parking/Drop Off: Please utilize designated parking spaces for guests. Cars may not be driven or parked on grass. Special access will be granted for loading and unloading of equipment in designated areas.

Payment: All fees associated with the rental must be paid in full at the time of reservation. Payments can be made by cash, check, Visa, MasterCard or Discover. Checks should be made payable to Lindenhurst Park District. NSF checks or declined credit cards will result in an additional \$25 charge.

Pets: Pets are not permitted in Lindenhurst Park District parks.

Renter: A renter must be at least 21 years of age or older and in attendance for the duration of the event. The renter must declare on the application all activities which will take place on Park District property. The renter will assume full responsibility for the rental and is solely responsible for the actions of any member of their group.

Restroom: A portable restroom is located on-site.

Security Deposit: All renters must pay a \$100 refundable security deposit at the time of registration and is not include in the rental fees. The Park District reserves the right to raise the amount of the security deposit required depending on the size and scope of the event. The deposit will be refunded in full if the renter complies with all rules and regulations on the rental application. It is further agreed to reimburse Lindenhurst Park District in full for any costs for repair, replacement or cleaning of the premises or equipment which exceed the amount of the deposit. Upon approvals, refunds will be issued within 3-5 days.

Staffing: Depending on the needs of each individual rental, the Park District staff may require to be present during the rental. Additionally, security may be required as a safety consideration at the cost of the rental. The requirements for the Park District staff or additional security will be at the discretion of the Park District. Any additional costs including Park District staff expenses and security as a result of these requirements will be at the responsibility of the rental.

Tickets/Fees: The renter may not charge an admission, sell tickets or solicit donations on Park District property without the written consent of the Park District Director and Board of Commissioners. This includes selling any articles or accepting orders for articles. Gambling in any form is prohibited.

Initial _____

WAIVER, RELEASE, INDEMNITY AND HOLD HARMLESS AGREEMENT

As used in this Agreement, the terms "I", "me" and "my" refer to the undersigned and all of my participants, guests and spectators and each and all of their successors, heirs, executors, trustees and assigns. The terms "you" or "your" refer to the Park District.

The terms "facility" or "premises" means any and all real property, machinery, equipment and apparatus, and any other fixtures and appurtenances contained thereon.

The term "equipment" means any and all personal property, including but not limited to sporting goods and equipment, rented to me in relation to the use of the Park District premises.

In consideration for the Park District permitting me to rent, lease and/or reserve all or any portion of the premises and equipment described herein, and as a condition of such rental, lease or reservation, I agree that I:

- Have read, fully understand and will comply with all facility and equipment rules;
- Knowingly and voluntarily assume the risk of participating in any and all activities on the premises;
- Recognize that my use of the premises or certain equipment may require strenuous exertion, carry the potential for bodily contact or may be characterized as 'hazardous recreational activity' and carries with it certain inherent risks of injury, (including exposure to a communicable disease), death and damage to real or personal property;
- Have inspected the premises and equipment and have found it to be in a safe condition for the activities which I intend to conduct thereon;
- Knowingly and voluntarily waive, release and discharge the Park District and its officers, agents, employees, volunteers and independent contractors (collectively the 'Released Parties') from any and all claims for injuries, damages, or loss of any kind or severity whatsoever, which I might sustain as a result of participating in any and all activities on the premises by reason of the nature of such activities or the physical condition of the premises; and
- Shall indemnify, defend and hold harmless the Released Parties from any and all claims for injuries, damages or loss, of any kind of severity whatsoever, which might be sustained as a result of my participation in any and all activities on the premises by reason of the nature of such activities, the physical condition of the premises or the nature or lack of supervision.

I understand that digital images/video may be taken on Park District property and I give my permission to use such images in print or digital media, including internet, to promote the Park District.

I have read and fully understand the above important information, assumption of risk, waiver, facility rules and regulations and release of all claims and indemnification. I further understand that any advisements or warnings of the particular risks of the subject premises or the facilities thereon are incorporated by reference into and become a part of this agreement.

Lindenhurst Park District is not responsible for lost, stolen or damaged personal items or personally rented equipment.

APPLICANT: _____
(Print name)

SIGNATURE: _____

DATE: _____