

## Outdoor Picnic and Park Rental Rules & Regulation

**Alcohol:** Alcohol is strictly prohibited on Park District property.

**Attendance & Capacity:** For the safety and comfort of all guests, attendance may not exceed the approved capacity for your reserved facility. Exceeding the maximum capacity may result in forfeiture of your deposit and/or immediate termination of the rental.

**Youth Groups:** Youth groups must maintain a minimum supervision ratio of one (1) adult for every ten (10) children.

**Linden's Landing:** There is no lifeguard on duty at Linden's Landing. Swimming is at your own risk. Fishing is prohibited while swimmers are in the water.

**Cancellation & Rescheduling Policy:** Cancellations made at least 14 days prior to the rental date will receive a full refund minus a \$10 service fee. Rentals may be rescheduled (if availability permits) for a \$25 rescheduling fee. The Park District reserves the right to cancel rentals due to unforeseen safety concerns (e.g., flood, fire, hazardous conditions). In such cases, a full refund will be issued.

**Decorations:** Only blue painter's tape or Command hooks may be used for decorating. The following are prohibited: staples, tacks, nails, pins, clear tape, confetti, glitter, or any material that may damage the facility.

**Grilling:** Grilling is permitted unless otherwise specified. Grills are not provided. Portable electric or propane grills are allowed if raised at least 24 inches off the ground. Charcoal grills are prohibited. Grilling must take place on concrete or asphalt surfaces only. All supplies are the renter's responsibility. The renter assumes full responsibility for any incidents related to grilling.

**Rental Hours:** Rentals are available from 10:00am until park closing at sunset, unless otherwise specified in your contract. Items may not be delivered, set up, or stored outside of your contracted rental time.

**Inflatables:** Enhance your rental with an inflatable from our exclusive vendor, Jumping Jackpot Rentals. Discount rates are available when reserving a park shelter through the Lindenhurst Park District. Wet and dry inflatables are permitted at Millennium Park. Dry inflatables only are permitted at Mallard Ridge Park. Contact Jumping Jackpot Rentals directly after securing your park reservation.

**Keys – Mallard Ridge Park:** A key is required to access restrooms and the electrical box at Mallard Ridge Park. Keys must be picked up at the Community Center within two (2) days prior to your rental. Keys must be returned to the after-hours drop box immediately following your rental.

**Music & Amplified Sound:** Amplified sound is not permitted if it interferes with or detracts from the general enjoyment of the public in surrounding areas.

**Organizations – Insurance Requirement:** Organizations must provide a \$1,000,000 Certificate of Liability Insurance, naming the Lindenhurst Park District as additionally insured, at the time of reservation.

**Park District Contact – Day of Rental**

If you need assistance during evenings or weekends, call 847-356-6011 or email [Lfriedl@lindenhurstparks.org](mailto:Lfriedl@lindenhurstparks.org) (include your phone number and reason for contact). Responses may not be immediate. If you arrive and find the rental site in unacceptable condition (e.g., trash, damage, graffiti), you must email photos before or within 15 minutes of your rental start time to avoid being held responsible. To minimize day-of concerns, renters are encouraged to visit the site in advance to review seating, decorations, food setup, electricity, water access, and restroom facilities.

**Parking:** Parking is permitted in designated spaces only. Motorized vehicles are prohibited on grass and walking paths.

**Park Property Usage:** Unless exclusively reserved, playgrounds, athletic fields, turf areas, and courts remain open to the public during your rental.

**Payment Policy:** Rental fees may be paid by cash, check, or major credit card. Checks must be payable to Lindenhurst Park District. Full payment is required at the time of reservation to secure your rental. A valid, unexpired credit card (not debit card) must remain on file for incidental charges. A \$25 fee will be charged for returned checks or declined cards.

**Pets:** Pets are not permitted on park property.

**Post-Rental Inspection & Fees:** The facility will be inspected following your rental. If left clean and in good condition, no additional charges will be applied. If damage, excessive trash, or violations are found, a minimum fee of \$100 will be charged to the card on file. Additional charges beyond \$100 will reflect actual repair, replacement, or cleaning costs incurred.

**Renter Requirements:** Renters must be at least 21 years of age and present for the duration of the rental. All planned activities must be declared on the rental contract. The renter assumes full responsibility for the conduct of all guests and any damage resulting from the event.

**Restrooms:** Restrooms may be used by the public during your rental. Due to ongoing vandalism, soap is not provided in shelter restrooms; renters must bring their own. Portable restrooms are removed after Labor Day.

**Sales & Soliciting:** Sales of any kind—including ticket sales, merchandise sales, food/beverage sales, donations, or admissions—are prohibited without an approved Special Use Permit. Special Use Permits require approval from the Executive Director and Board of Park Commissioners. Gambling is strictly prohibited.

**Vendors:** All entertainment providers and rental companies (bands, tents, generators, caterers, etc.), whether professionally hired or personally owned, must be listed for pre-approval. Vendors must provide a \$1,000,000 Certificate of Liability Insurance naming the Lindenhurst Park District as additionally insured at least two (2) weeks prior to the event.

**Important Notice:** The Lindenhurst Park District cannot guarantee exclusive privacy for any group. Your reservation secures only the designated facility, not the entire park or surrounding amenities.