



Genoa Township Park District
400 E. Second Street, Genoa, IL 60135

"Parks & Recreation...The Benefits are Endless!"

SHELTER USE AGREEMENT

Effective April 1, 2010

Responsible Party: _____
(Responsible Party must be in attendance throughout the rental.)

Mailing Address: _____

Home Telephone: _____

Email: _____

Facility Requested: _____ Date Requested: _____

Type of function: _____ Time Requested: open: _____ close: _____

Approximate number of quest expected: _____

Facility	Resident	Non-Resident	Deposit (Refundable)
SHELTER	\$ 15.00	\$ 22.50	\$ 75.00

**Fees should be paid with two separate checks for bookkeeping purposes.
Deposit is due at the time of the booking. Rental payment is due no later than two weeks before the rental.**

Signature of Applicant/Date

Agent, Genoa Township Park District/Date

For Office Use Only

Date Deposit Received _____ Amount _____ Cash/Check # _____

Date Rental Fee Received _____ Amount _____ Cash/Check # _____



Genoa Township Park District Shelter Use Agreement Terms and Conditions

This is an agreement between the Genoa Township Park District and the “responsible party” for the use of the facilities in Chamberlain Park, 400 East Second Street in Genoa, IL. We the aforementioned do hereby agree to the following terms and conditions as set forth by the Genoa Township Park District. These regulations are to be followed to assure their refund of the responsible party's deposit.

Responsible Party: _____

Facility Requested: _____ Date Requested: _____

1. Residents and Non-residents, 18 years or older, may complete and sign a Shelter Use Agreement for rental of Park District Shelters.
2. The responsible party must be present during the entire rental time. Any responsible party who is not on the premises in accordance with this policy will forfeit their damage deposit.
3. The responsible party is financially responsible for any damages to Park District facilities or its contents incurred during use.
4. No alcohol may be served, consumed or brought onto Park District property. This covers all portions of Chamberlain Park including the parking lots. If caught with alcohol on the premises, you will forfeit your rental deposit and be asked to leave the property.
5. Fees and charges to guests are not permitted either on or off the premises.
6. Glass containers are not permitted in the park.
7. Tenants must use the facilities in a safe and careful manner and must not mar, deface, alter, or damage any part of the facility or property rented. Thumb tacks, pins, nails duct tape and/or masking tape may not be used to affix decorations. Confetti may not be used as a decoration and silly string may not be used in any manner.
8. **SPECIAL USE** i.e. disc jockeys, pony rides, inflatable attractions, etc., are not permitted with a shelter rental. Any parties wishing to provide such an extra for their event must apply in writing to the Executive Director for permission for special use.
9. All vehicles are to be parked in parking spaces available in the park. Parking on the grass is prohibited.
10. When you are finished using the shelter, you are responsible for emptying all garbage into the garbage cans.
11. Your consideration for the neighbors surrounding our parks and courtesy to them in what you do while in the park is important.
12. The Park District will not be responsible for any articles or personal belongings brought into or left in the park facilities.
13. The Park Board of Commissioners reserves the right to reject or refuse admittance to any person (s) or organizations that do not conduct themselves properly.
14. If the Park District incurs court costs and/or attorney's fees in enforcing this agreement, the responsible party will be financially responsible for these charges.

15. The Genoa Township Park District exercises a HOLD HARMLESS POLICY during all sponsored programs, events or reserved uses of the facilities. Be aware that in renting a facility for yourself and other participants you invite for participation in the above rental, you will be waiving and releasing all claims for injuries to you or your participants that might sustain arising out of the above rental. I recognize and acknowledge that there are certain risks of physical injury to participants in the above rental and I agree to assume the full risk of any such injuries, damages, or loss regardless of severity, which I or my participants may sustain as a result of participating in any activities connected or associated with any such rental. I waive and relinquish all claims I or my participants may have against the Park District in the above rental. I hereby fully release and discharge the Park District and its officers, agents, servants, and employees from any and all claims from injuries, damage or loss which may have or which may occur to me or my participants an account of my participation or the participation of my invited guests in any of the above rentals. I further agree to indemnify and hold harmless and defend the Park District and its officer, agents, servants, and employees from any and all claims resulting from injuries, damages and losses sustained by me or my participants arising out, connected with, or in any way associated with the activities of any of the rentals.
16. I have read the attached agreement and hereby agree to comply with the park district rules and regulations. Applicant is hereby granted the use of the area requested herein pending approval and the date and hours under the conditions stated. Applicant agrees to pay all fees and understands that the deposit can be forfeited should the building policies not be followed.

Signature of Applicant/Date

Agent, Genoa Township/Date