



Facility Rental Rules

- 1) All functions conducted in the Dolton Park District Parks must be in accordance with the Dolton Park District rules and regulations and ordinances may result in revocation of the permit.
- 2) The permit holder shall be completely responsible for the behavior of all participants and spectators and for the prompt departure and the end of sated Facility use.
- 3) The facility must be left in the original condition. All tables and chairs must be put back in the order that they were found in.
- 4) The Shaw Recreation Center is a multi-use facility. Please be aware that there may be other activities/programs/events taking place in the building during your rental.
- 5) Full rental payment must be received before room is used and by the due date listed on the first page of this form.
- 6) Any materials/decorations brought in must be removed at the end of the rental. No decorations may be taped or tacked to any wall, door, window, light fixture, drapes or any other surface in the room/facility.
- 7) For room rentals, the Park District only provides tables and chairs. All other items must be supplied by the renter.
- 8) All food and drink must be kept in the facility or room you are renting.
- 9) The posting of any signs on park property is prohibitive.
- 10) Renter must be present at function at all times, NO EXCEPTIONS, or deposit will be forfeited.
- 11) The facilities will be used only during the hours as stated on the permit. Your set-up and clean-up must be included in the time you state on the request for a permit.
- 12) No person or organization will use a facility, grounds or equipment in any manner not expressly agreed upon in the permit.
- 13) The buildings, facilities or equipment shall not be used by any person for private business or any activity on which any individual or group makes a profit or gain, except as permitted by the Park Board and Executive Director.
- 14) The Dolton Park District Reserves the right to cancel any permits at any time.
- 15) The Permit Holder is solely financially responsible for any damage that occurs on the Park District Property.
- 16) Any of these rules or regulations are violated the deposit will be kept.
- 17) Special Requests: Groups of 100+ people, the sale of goods/services, advertising/commercial activities, religious or partisan political events, amplified sound, tents/stages/stands/canopies/scaffoldings/platforms/other structures, the use of any electrical or electronic device requiring auxiliary power,, mechanical rides, inflated space walks, dunk tanks, and media (except news transmissions)/motion pictures/commercial photography all require approval of the Executive Director and possibly the Board of Park Commissioners.. A minimum of \$1M in general liability coverage with a certificate of insurance naming Dolton Park District as additional insured may be required for such special requests.

I agree to all of the above Rules and Regulations set forth by the Dolton Park District.

Signature of Permit Holder

Date