



Buffalo Grove Park District

2008 Sports Field Rental Application

_____	_____	_____
Team / Organization Name	Sport	Age Group

Field / Park Requested		
_____	_____	
Main Contact	Alternate Contact	
_____	_____	
Address	Address	
_____	_____	
Town and Zip	Town and Zip	
Home Phone: _____	Home Phone: _____	
Cell Phone: _____	Cell Phone: _____	
Work Phone: _____	Work Phone: _____	
Email: _____	Email: _____	

<i>Dates & Times Requested (2.5 hour time slots)</i>			
<u>Date:</u>	<u>Times:</u>	<u>Date:</u>	<u>Times:</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Fees are non-refundable and are exclusive of any deposit.

Residents Groups: \$100. per date (2 ½ hr. time slot) Non-Residents Groups: \$135. per date (2 ½ hr. time slot)

<i>Method of Payment:</i>	
Fee Paid: _____ Cash / Check # _____	Received By: _____
Deposit Paid: _____ Cash / Check # _____	Date: _____
Credit Card: Visa / MC / Discover # _____ Vin # _____ Exp. _____	
Signature for Credit Card: _____	

Deposits: **Resident groups require a \$250. deposit**
 Non-Resident groups require a \$350. deposit
Deposits are required from all groups. See reverse side for details on deposits.

Rules Governing the Use of Park District Fields

1. Teams must consist of at least 60% or more Buffalo Grove Park District (BGPL) residents in order to qualify for the resident rates. All other teams are considered Non Resident.
2. User groups will not be issued refunds for cancellations. Credit towards another date will be given if cancellations are done with at least 72- hour notice. No refunds for unused credit. Weather related cancellations and credits can only be authorized by the Buffalo Grove Park District.
3. Certificates of Insurance naming the Buffalo Grove Park District, as "additional insured" is required from all user groups. Minimum liability of \$1,000,000.00
4. All outside vendors hired by your group must be issued a special use permit by the Buffalo Grove Park District and Certificates of Insurance from such vendors must also be provided.
5. Groups renting a field must pay a deposit as follows: \$250 for resident groups and \$350 for non-resident groups. Loss of or damage to BGPL equipment provided will be charged against deposits. The BGPL reserves the right to make adjustments in these fees as necessary. Damages over and above your deposit fee will be charged to the group and/or contact person named on this application.
6. Application must be made and permits signed by an authorized Buffalo Grove Park District representative and is valid ONLY on the dates and times shown.
7. Permits may be canceled and future permits denied and deposits lost if:
 - The individuals are in violation of any ordinances, rules or regulations of the BGPL.
 - User group have caused damage to BGPL or private property or found to be littering.
 - Participants engage in disorderly conduct.
 - Applicants fail to use the scheduled facility without notification to the BGPL.
 - User groups are found to be driving vehicles on bike paths.
8. As per the Buffalo Grove Park district Ordinance No. 93-3-2 Section 21, "A special use permit must be issued in order to operate any sound amplification device on park district property."
9. The posting of advertisements for any products or services is not permitted.
10. The sale of any products is not permitted as stated in the Buffalo Grove Park District Ordinance book.
11. Alcohol and smoking are not permitted on Park property for any reason.
12. If Lock Box key has been issued, it must be returned to office at end of season or future rentals could be affected.

It is fully understood and agreed to by all parties that the sponsoring organization guarantees to indemnify and hold harmless the Buffalo Grove Park District, its public officials, employees, volunteers and agents against any and all suits of any manner which might arise as a result of the covered activities and that the sponsoring organization agrees to defend said Park District, its public officials, employees, volunteers and agents and indemnify same against any and all expenses incurred in the defense of any suit of any type arising out of the covered activity or any damages, judgements or decree which might be awarded against said District in the event that the suit should be brought as the result of the covered activity (ies) as identified above.

I have read the rules governing the use of Buffalo Grove Park District facilities and agree that the group using the requested Sports Field on the above date and times will abide by them.

Signature (required) _____ Today's Date _____

*When completed please mail to:
Buffalo Grove Park District, 530 Bernard Dr. Buffalo Grove, IL 60089 Attn: Kristy Vik
Or fax to:
Kristy Vik at (847) 459-7258*