



**Buffalo Grove
Park District**

Golf & Sports Center Rental Application

Fees are exclusive of any security deposits.

Groups under 150 people require a \$250 deposit and a certificate of insurance.

Groups over 150 people and all corporate parties require a \$500 deposit and a certificate of insurance.

Date of Application _____

Day of Week and Date Requested _____

Submit list of multiple dates on a separate page

Time Requested _____ to _____
1 Hour Minimum

Number of Expected Participants _____

Organization _____

Phone _____

Main Contact _____

Cell _____

Address _____

Fax _____

City _____ Zip Code _____

e-mail _____

Sports Rental

1 Field (1/2 of Center)
\$135 Per Hour (1 Rental)
\$125 Per Hour (5+ Rentals)
\$250 Per Hour (Profitable Program*)

2 Fields (Entire Center)
\$210 Per Hour (1 Rental)
\$200 Per Hour (5+ Rentals)
\$350 Per Hour (Profitable Program*)
September, October, April and May is \$135 Per Hour

*Fees are different and restrictions apply for profitable programs. See item 12 on the following page.

Sport Being Played

Party Rental

Party Package # _____

See Page 3 for options available

Number of Participants _____

Check Activity:

- Baseball
- Soccer
- Football
- Golf
- Open Space
- Other _____

Available Additions

- Umpire - \$30 Per Hour
- Referee - \$30 Per Hour
- Party Assistant - \$30 Per Hour

Fees

- Package 1 - \$250
- Package 2 - \$315
- Package 3 - \$375
- Package 4 - \$500

For Office Use Only

Certificate of Insurance: Received by _____ Date Received _____

Fee Paid _____ Cash/Check # _____ Date _____ Received by _____

Deposit Paid _____ Cash/Check # _____ Date _____ Received by _____

Groups under 150 people require a \$250 deposit and a certificate of insurance.

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Visa/Mastercard/Discover # _____ Expiration Date _____ CVV# _____

Signature for Credit Card _____

Original date/time change - \$10 Fee Date Paid _____ Received by _____

A deposit and certificate of insurance are required from all groups. See next page for rules and details. A signature is required on the other side of this form.

Rules Governing the Use of the Golf and Sports Center

1. Application must be made and contract signed by an authorized Buffalo Grove Park District representative and is valid only on the dates and times shown. Due to multi-recreational use of the facility by various groups, your listed start time indicates time for entry into the facility. Any players, parents, coaches, trainers or team/rental representative arriving earlier than listed start time will result in partial or full forfeit of deposit.
2. Notification is required 45 days in advance for cancellation of a rental date if a refund is to be issued. When multiple rental dates have been booked, a credit will be applied to the account toward future dates. If additional dates are not booked, a refund will be issued at the end of the rental contract provided the 45 day notification was done.
3. Contracts shall be canceled, should the Park District determine that usage will damage the facility.
4. Contracts may be canceled and future permits denied and deposits lost if:
 - The individuals are in violation of any ordinances, rules or regulations of the Buffalo Grove Park District.
 - Participants engage in disorderly conduct, littering or damaging Park District property.
 - The Golf and Sports Center office is not notified 45 days prior to rental date if a cancellation is necessary.
5. Food or drink cannot be brought into the facility during sport practice rentals. Our concession area has these items available for sale.
6. Food vendors are allowed during private party rentals with approval. No food or drink is allowed on the turf and must remain on the concrete portion of the facility.
7. Cleats are not permitted inside the facility.
8. As per Buffalo Grove Park district Ordinance 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. Playing field, lobby and other facility areas shall be left clean of debris after usage.
11. Alcohol and smoking are not permitted on Buffalo Grove Park District property.
12. Profit making group requests may be denied for one of following reasons:
 - Program conflicts in nature with a program being offered by the Buffalo Grove Park District.
 - Group fails to supply the Buffalo Grove Park District with a certificate of insurance naming the Buffalo Grove Park District as additional insured.
 - The group fails to comply with any of the other listed rules and regulations.

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 understand I will be charged for any damages to the building, and time spent for clean up by our staff if required. The Park District reserves the right to make adjustments in these fees as necessary. Damages over and above the deposit fee will be charged to the group and/or contact person named on this application. Photo Disclaimer: Participants permit the Park District to take photos and videos of themselves and their children for publication in the program brochure, web site and additional uses as the Park District deems necessary unless the registrant or participant expressly files with the Park District a written objection as to photos or videos of themselves and/or their children.

I have read the rules governing the use of Buffalo Grove Park District facilities, as well as the additional permit requirements page, and agree that the group using the requested sports field on the above date and times will abide by them.

Signature _____ **Date** _____

Please return completed forms to: Buffalo Grove Park District - Attn: Golf and Sports Center
530 Bernard Drive
Buffalo Grove, IL 60089

Or fax to (847) 459-7258



Sports Rental

The Buffalo Grove Golf and Sports Center is a unique indoor training and practice facility. With 30,000 square feet of space and a 65-foot ceiling height, this versatile facility is great for indoor soccer, baseball, softball, lacrosse and football. Call (847) 459-2321 if you have any questions or visit our website at bgparkdistrict.org. The Buffalo Grove Golf and Sports Center is located at 801 McHenry Road in Buffalo Grove.

Dates Available

Prime Season

November thru March

Monday 5 p.m. - 12 a.m.
Saturday 11 p.m. - 12 a.m.
Sunday 6 p.m. - 12 a.m.

Non-Prime Season

September, October, April and May
Everyday 9 a.m. - 12 a.m.

Fees

Prime Season

1 Field - 1/2 of Center
1 Rental 5+ Rentals
\$135 \$125

2 Fields - Entire Center

1 Rental 5+ Rentals
\$210 \$200

Non-Prime Season

\$135 per hour

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Groups over 150 people and all corporate parties require a \$500 deposit and a certificate of insurance.

Party Rental

Whether it's soccer, baseball, softball, flag football, lacrosse, golf or anything else, we have your party needs covered. We feature a large party patio, which offers umbrella picnic tables, chairs and benches. All packages include play time and party time! There are 4 party packages for you to choose from, or call our office to customize a party for your needs. In addition, to help with your party we supply birthday balloons, which can be taken home, tables, chairs and table covers. Cleats are not permitted inside the facility. If applicable, participants may wish to bring personal golf clubs, baseball/softball gloves, bats, shin guards or other personal athletic equipment that may not be provided for the party. Catering is also available. To customize your event please call (847) 459-2321.

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Party Packages

Package 1

- 2 Hour Party Package
- Fee \$250

Package 2

- 2 1/2 Hour Party Package
- Fee \$315

Package 3

- 3 Hour Party Package
- Fee \$375

Package 4

- 4 Hour Party Package
- Fee \$500

Packages listed are for parties of 50 people and under. Please call for rates if you are planning a party of more than 50 people. Depending on the activities, we can accommodate most larger gatherings. Parties of more than 50 people also require a certificate of insurance naming the Buffalo Grove Park District as additional insured.

Other Options

For your sports theme party, Golf Pros can be reserved for instruction (call for price). A party assistant can be reserved for \$30 per hour. Baseball umpires, as well as soccer and flag football referees are available for \$30 per hour each. Call (847) 459-2321 if you have any questions or visit our website at bgparkdistrict.org. The Buffalo Grove Golf and Sports Center is located at 801 McHenry Road in Buffalo Grove.

