

*A valid driver's license with matching address must be provided to rent any Crete Park District facilities. You must be 18 to rent any facility. Person renting must be at the rental from start to finish.*

**Rental Hours:** Friday 4 - 11 PM, Saturday 11 AM - 11 PM, Sunday, NOON - 10 PM

**Room Size:** 55' x 36'      100 Folding Chairs & 2 High Chairs included

**Table Sizes:** 10 - 66" Round, 2 - 6' Rectangle

1. A staff member will open the door at the **entry time** of your rental. Your approved rental time **must include setup and cleanup time**. A \$150 additional fee will be charged if a staff member is called in early or if you stay past your contract time. If additional staff is needed at any time throughout your rental or if the police/firemen are called, you will lose your security deposit and pay additional money if required. **Helium balloons left on the ceiling and use of smoke machines also forfeits your security deposit.**
2. **All rental fees must be paid in full no less than 30 days prior to the date of rental.** If all fees are not paid within 15 days of rental, the Crete Park District, hereinafter "the District," will cancel your rental. All fees paid prior to cancellation are nonrefundable. If rental is booked with less than 1 months' notice, all fees must be paid in cash at time of application. *If your security deposit is returned, it can be picked up the Tuesday after your rental. We will no longer mail security deposits.*
3. The rental is for Easterday Hall, the bathrooms and kitchen ONLY. Offices and downstairs classrooms are off limits unless additional fees are paid and arrangements are made with the Board of Commissioners. The District will supply tables (sizes listed above) and 100 folding chairs. It is the responsibility of the renter to set up and take down tables and chairs unless directed otherwise by staff. No furnishings shall be removed from Park District facilities. The park will supply wood for the fireplace is it if rented. It is the renter's responsibility to light the fire and maintain the fireplace in a safe manner.
4. The deposit is nonrefundable or transferable in the case of cancellation or if the building is not returned to the pre-rental condition. All permits are revocable at the discretion of the Park Board or the Director at any time.
5. **A minimum of 1-month notification is needed and appropriate fees must be paid if you plan to have alcohol in the building.** Alcohol is NOT allowed outside the building and doing so will forfeit your deposit and our staff member will contact the police. No smoking is permitted inside the building or directly within 15 feet of the door per Illinois law. Only individuals 21 & older are permitted to drink alcohol per Illinois Law.
6. Renter assumes all risk of loss, damage or injury to persons or property. The District is thus released from all claims for such loss, damage or injury sustained while using the facility. All users of Park property/facilities assume the responsibility to leave said property in its original state. Helium balloons loose on the ceiling immediately forfeits your deposit.
7. All kitchen equipment used must be properly cleaned and put away. Furnishings must be returned to proper places and all garbage, including BATHROOMS, must be removed from the facility and placed in the outside dumpster provided by the District. All items on the cleaning checklist must be complete or you automatically forfeit your deposit. The District will assess additional cleaning fees if facility is not left in original condition. Fee is based on a rate of \$50 per hour. All decorations, **including tape**, must be removed.
8. The District may require the use of an approved Security Officer(s). The cost of such Officers will be borne by the rental group on a per hour, per officer basis. Security Officer's fee is to be paid directly to the officer.
9. Renter is personally in charge and responsible for the conduct of all persons in attendance at the facility. The Renter and/or his/her organization will be held financially liable for any resulting damage to the Park facilities and/or property. Crete Park District is not responsible for things left in the building.
10. The fee for alcohol includes Crete Park District liquor liability insurance for your party. The fee also covers administrative and additional costs to the park district. If you would like to purchase additional insurance, it can be purchased from an insurance company of your choice. All applicants and permits must be submitted to the insurance company at least 2 weeks prior to the rental. Renters under the age of 21 will not be allowed to pull an alcohol permit.

- **Waiver, Release of All Claims and Hold Harmless Agreement for Crete Park District**

As a renter, I recognize and acknowledge that there are certain risks of physical injury, and I agree to assume the full risk of any injuries, including death, damages or loss which I may sustain as a result of participating, in any manner, in any/all activities connected with or associated with such program.

I recognize and acknowledge that all athletic activities involving strenuous exertion or potential body contact are hazardous recreational activities and involve substantial risks of injury.

I agree to waive and relinquish any and all claims I may have as a result of participating in a rental against the Crete Park District, (hereafter referred to as "the District") any and all other participating or cooperating governmental units, any and all independent contractors, officers, agents, servants and employees of the governmental bodies and independents contractors, and any and all other persons and entities (hereafter referred to as "released parties") that might be directly or indirectly liable for any injuries, including death, damages and losses sustained by anyone, and arising out of connected with or in any way associated with my conduct and the activities of the program, that I might sustain while participating with the rental.

I further understand and agree that the terms such as "participation," "program" and "activities," referred to in this agreement, include all exercises and physical movements of any nature while I am in/on the Crete Park District property, and further include the provision of or failure to provide proper instructions or supervision, the use and adjustment of any and all machinery, equipment and apparatus, and anything related to my use of the services, facilities or premises involved with the rental. I agree with all conditions listed on the rental contract.

I agree to allow the District to use my family and myself in any photo, audio, and/or videotape for any publicity used by Crete Park District. I understand the nature of the rental and rules listed for which I am registering and have read and fully understand this Waiver, Release of All Claims and Hold Harmless Agreement listed here. I also Agree to the policy and terms of the Crete Park District as listed on their website, CretePark.com. I have read, fully understand, and agree to abide by the rules, regulations, and restrictions governing the use of these facilities as listed on this form and agree to be responsible for any damage to park property and for the strict observance of the rules and regulations of the Crete Park District.

Activity or Event Type \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_