

FRANKFORT SQUARE PARK DISTRICT
7540 W. BRAEMAR LANE, FRANKFORT, IL 60423
(815) 469-3524 FAX (815) 469-8657 WWW.FSPD.ORG

OFFICE INITIALS _____
DATE _____

SPLASH PARK RENTAL FORM

A security deposit of \$50.00 (NON-REFUNDABLE) is due at the time of reservation. The deposit will “secure” the date of your rental. **IT CANNOT BE USED AS PART OF THE RENTAL FEE AND IS NON-REFUNDABLE IN THE EVENT OF A CANCELLATION. EXCEPTION: IN THE EVENT OF RAIN, THE SECURITY DEPOSIT WILL BE RETURNED OR PARTY MAY BE MOVED TO ANOTHER AVAILABLE DATE.**

The Splash Park is available daily for private party rentals between :

10:00 a.m. – 11:45 a.m. OR 5:00 – 6:45 p.m.

Private rentals include usage of the Splash Park, picnic shelter, and picnic tables. **TIME INCLUDES SET UP AND CLEAN UP. ACTIVITY MUST BE COMPLETED BY 11:45 A.M. DUE TO PUBLIC OPENING AT 12:00 NOON.**

YOUR SECURITY DEPOSIT WILL BE FORFEITED IF RULES AND REGULATIONS REGARDING USAGE OF THE SPLASH PARK ARE NOT ADHERED TO.

NAME OF APPLICANT _____

ADDRESS _____ CITY/STATE/ZIP _____

PHONE # _____

DAY/DATE REQUESTED _____ ACTIVITY _____

ESTIMATED # IN GROUP _____

SECURITY DEPOSIT \$50.00
RECEIPT # AND DATE _____

Your security deposit will be returned within a week after the conclusion of the event. THE PARK DISTRICT RESERVES THE RIGHT TO DEDUCT FROM THE DEPOSIT FOR ANY DAMAGE OR ADDITIONAL CLEAN UP.

RENTAL FEES: All rental fees must be paid in full one month prior to activity.

Resident \$100.00
(TO QUALIFY FOR RESIDENT RATE, PERSON HOLDING PARTY MUST RESIDE IN FRANKFORT SQUARE OR PAY PARK DISTRICT TAXES. DRIVERS LICENSE REQUIRED.)

Non-resident \$150.00

Fee required if use of additional room is needed for one (1) hour after activity. \$ 50.00

TOTAL RENTAL CHARGE \$ _____
TOTAL AMOUNT DUE ON _____
PAID IN FULL RECEIPT # _____

WEATHER CONDITIONS

The Park District will open the Splash Park when conditions are favorable for use. The Splash Park will close if the temperature falls below 78 degrees. Also, the park will close in the event of threatening weather.

SAFETY RULES

1. Parking allowed in lot only – no street parking.
2. Please supervise your children.
3. Walk, do not run.
4. No beach/water toys allowed.
5. Only swim diapers are allowed.
6. Food, beverages, and containers are permitted only under the picnic shelter.
7. No glass containers or breakable objects of any kind are allowed.
8. No alcohol allowed.
9. No pets allowed.
10. Climbing on equipment is not allowed.
11. Hanging of clothes or towels on fence/trees is prohibited.
12. Use the exterior restrooms adjacent to the Splash Park.
13. Play at your own risk.
14. Patrons violating these rules or displaying inappropriate behavior will be asked to leave.

The park district cannot be responsible for any personal belongings left in the Splash Park after the rental.

ADDITIONAL ROOM USAGE

If an additional room is requested for one (1) hour after activity – please adhere to the following rules:

Set up and take down is up to renter.

Renter is responsible for clean up:

1. Garbage is gathered and taken to outside dumpster.
2. Tables and chairs are wiped down.
3. Floor vacuumed if necessary.

PLEASE LEAVE THE ROOM THE WAY THAT YOU FOUND IT.

I HAVE READ THE ABOVE AND AGREE TO ABIDE BY THE RULES SET UP BY THE DIRECTORS OF THE FRANKFORT SQUARE PARK DISTRICT.

Signature of Applicant _____ **Date** _____

**FRANKFORT SQUARE PARK DISTRICT
SPLASH PARK POLICIES AND PROCEDURES**

I, _____ have read and fully understand the previously mentioned rental policies and procedures.

I have read and fully understand the following guidelines as presented to me by the Frankfort Square Park District:

1. **AUTHORIZED RENTER MUST CHECK IN/SIGN IN WITH SPLASH PARK EMPLOYEE UPON ARRIVAL AND DEPARTURE.**
2. **IN THE EVENT OF A CANCELLATION, THE SECURITY DEPOSIT IS NON-REFUNDABLE.**
3. **THERE ARE NO TIME CHANGES PERMITTED ONCE MY FINAL BALANCE IS PAID IN FULL ONE MONTH PRIOR TO THE RENTAL DATE.**
4. **ALL RENTAL FEES MUST BE PAID IN FULL ONE MONTH PRIOR TO ACTIVITY. AMOUNT DUE IN CASH, CASHIERS CHECK, MONEY ORDER, VISA, MASTERCARD, DISCOVER OR A PERSONAL CHECK.**
5. **ACTIVITY MUST FINISH BY THE TIME STATED ON THE RENTAL FORM.**
6. **NON-COMPLIANCE WITH ANY OF THE ABOVE OR BEFORE MENTIONED PROCEDURES WILL RESULT IN FORFEITURE OF DEPOSIT.**

I HAVE READ THE ABOVE AND AGREE TO ABIDE BY THE RULES SET UP BY THE DIRECTORS OF THE FRANKFORT SQUARE PARK DISTRICT.

AUTHORIZED RENTER SIGNATURE _____ DATE _____

PARK EMPLOYEE INITIALS _____

**PLEASE ATTACH COPY OF DRIVERS
LICENSE TO RENTAL FORM. THIS COPY
WILL THEN BE RETURNED TO RENTER
WITH SECURITY DEPOSIT.**