



# MARYKNOLL PARK

## Camp/Group Rental Contract

Today's Date \_\_\_\_\_ Group \_\_\_\_\_

Contact Name \_\_\_\_\_ Contact Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Rental Date \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Total number of guests: \_\_\_\_\_

### MINI GOLF RENTAL (please circle if booking) Available Monday-Friday from 10am-8pm

*Host may arrive 15 minutes prior to start time. Bus should load and unload at the south end of the park*

**Mini Golf Fees** Groups of 15 or less: \$6 per golfer; Groups of 16 : \$5.00 per golfer (All chaperones are free)

# of Campers \_\_\_\_\_ # of Chaperones \_\_\_\_\_ NC Fee \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\$15 non-refundable fee due at booking \_\_\_\_\_ Total fee due upon arrival (based on final numbers) \$ \_\_\_\_\_

### SPLASH PARK RENTAL (please circle if booking) Available Monday thru Friday after 11am

*Host may arrive 15 minutes prior to start time. Bus should load and unload at the south end of the park*

**Splash Park Fees:** \$3 per child under 12 years of age (chaperones are free)

Groups of under 15 may enter the splash pad at 11 a.m. Groups between 15-30 participants may enter the splash pad at 1:00pm. Limit for groups is 40 however: (camps may be split into 2 groups if the park is at capacity).

# of Campers \_\_\_\_\_ # of Chaperones \_\_\_\_\_ Fee \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\$15 non-refundable fee due at booking \_\_\_\_\_ Total fee due upon arrival (based on final numbers) \$ \_\_\_\_\_

### PICNIC TABLE RESERVATIONS-\$5 per table

*If you plan on having lunch at the park, please bring blankets or towels to sit in the grass. Picnic tables are limited so if you would like to reserve picnic tables for your group, please circle the requested # of tables (up to four).*

# of tables (2hrs):    One    Two    Three    Four    Total Fee: \$ \_\_\_\_\_ Time requested \_\_\_\_\_

**TOTAL PAID \$** \_\_\_\_\_ **DATE PAID** \_\_\_\_\_

**Method of Payment (circle one):** Cash Check Visa MasterCard Discover Amex

**Credit Card Number** \_\_\_\_\_

**Exp. Date:** \_\_\_\_\_ **CID#** \_\_\_\_\_

**Cardholder's Signature:** \_\_\_\_\_

**RETURN TO: Mary Defiglia, Assistant Superintendent Special Facilities  
mdefiglia@gepark.org (630) 858-2463**

## Rental Policy

It is understood that you and your party participants will comply with rules, regulations and ordinances of the Glen Ellyn Park District, Village of Glen Ellyn and the State of Illinois in use of Park District facilities. The Park District reserves the right to require a Certificate of Insurance for use of the facilities.

Use of the facility may be terminated by the Glen Ellyn Park District in the event of an emergency or in the event that the facility is required for any Glen Ellyn Park District program. Glen Ellyn Park District functions, then School Districts and Village functions, take preference over any other use of the facility. Use of the facilities will not be granted if the individual/organization program or activity conflicts with a Park District program or activity.

All persons using Glen Ellyn Park District facilities shall confine themselves to the area of the facility for which temporary use has been granted. No Additional equipment shall be erected or brought in. nElectrical equipment shall not be operated without the express written approval from the Glen Ellyn Park District.

All individuals/organizations must pay the total rental/party fee at the time of booking for outdoor rental 50% for indoor and packages.

The facility or equipment shall not be used by any person for private business or any activity in which any individual/organization makes a personal profit or gain. No monies may be exchanged on-site.

For any function, sufficient and competent adult supervision or chaperones must be provided by the individual/organization.

Smoking, pets, grills, piñata, tents, additional tables and chairs, are NOT Permitted with this rental. NO glass is allowed in the pavilion. Alcohol is prohibited everywhere on the outdoor grounds. With the appropriate liability, alcohol is allowed inside the clubhouse.

All garbage and recycling should be placed in proper receptacles.

The facility will be opened and closed at the time designated on the application and corresponding with the normal hours the facility is open. Each individual/organization is financially responsible for any damage occurring to the building, grounds or equipment being used. The supplying of inaccurate information on this application or violation of Glen Ellyn Park District rules and/or ordinances will be cause for revocation of the permit. No refund will be granted.

I hereby certify that this individual/organization has agreed to follow the Glen Ellyn Park District's stipulations and shall hold harmless, without exception and without recourse, from all liability for accident and/or injury which may be attributed to negligence of members of the Glen Ellyn Park District, its officers and/or employees.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_