

710 Western Ave. Geneva, IL 60134 630-232-4542 - phone 630-232-4569 - fax info@genevaparks.com -email

PAVILION RENTAL FEE & GENERAL INFORMATION

Wheeler Park South Pavilion and Island Park Pavilion are available for rental. Pavilions are available for rental approximately April 15 - October 15, weather dependent.

Seating capacity inside the pavilions is approximately 60. Alcohol is not permitted in any Geneva Park District park.

Rental applications are accepted beginning the third Monday in January for Geneva Park District Residents and the third Monday in February for Non-Residents. Only one rental per day is permitted in each park. Dates may not be held and reservation is on a first-come, first-served basis, based on receipt of completed permit request and payment in full. NON-PROFIT DISCOUNT IS APPLICABLE TO RESIDENT RENTERS ONLY.

All inquiries and arrangements for pavilion rentals should be directed to Brendan Lochbaum. He may be reached by phone at 630-262-2218, or via email at BLochbaum@genevaparks.com. No other Geneva Park District staff may address pavilion rentals.

Refunds are not available for inclement weather. If rain date is desired, a second date must be reserved, all rental fees and rules apply and no refund is provided for an unused rental.

Individuals renting a pavilion agree to abide by the Rules and Guidelines set forth by the Geneva Park District and the Park Ordinance. A copy of the Rules and Guidelines has been included in the pavilion rental packet. The Park Ordinance is available on the Geneva Park District website at www.genevaparks.org. Failure to adhere to all applicable rules may result in loss of deposit.

Please be aware that Wheeler and Island Parks are open to the public. With the exception of the rented pavilion, all park amenities are available for use by Geneva Park District patrons. Also, while pavilions and restrooms are cleaned by Geneva Park District staff the morning of a rental, these are natural areas and open to the public and therefore are subject to the effects of use, wildlife, insects, etc.

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A completed rental agreement, and applicable deposit and rental fee must be provided before a rental date may be reserved. Proof of residency and/or proof of non-profit status must also be provided, where applicable. Payment may be made by check, Visa, Mastercard, American Express or Discover only. If made by check, deposit and rental fee must be separate checks. After the rental date, if Geneva Park District determines that all pavilion rental requirements have been met, the deposit check will be destroyed, with notification by phone or email.

Fees:	<u>Pavilion</u>	<u>Deposit</u>	<u>Resident Rental</u>	Non-Resident Rental	RESIDENT Non-Profit
	Wheeler	\$100	\$ 50/day	\$100/day	\$ 25/day*
	Island	\$100	\$100/day	\$250/day	\$ 50/day* *501c3 proof required

REFUND POLICY: If a refund is requested more than 2 weeks prior to the date reserved, a 20% service charge will be assessed. Absolutely no refund will be given if reservation is cancelled within 2 weeks of the date requested. NO REFUNDS WILL BE GIVEN FOR INCLEMENT WEATHER.

PAVILION RENTAL RULES AND GUIDELINES

Pavilions are available for rental approximately April 15 through October 15.

- 1. Geneva Park District cleans the restrooms and surrounding area first thing in the morning prior to your event. However, because this facility is in a public park, patrons may use the restrooms or pavilion prior to your arrival, so please make appropriate arrangements for additional cleaning. This is an outdoor facility and is subject to environmental factors such as weather conditions and insects.
- 2. Park District staff is not on the premises. In case of emergency only Geneva Park District security staff may be reached until 1:30pm at 630-232-4542, and after 1:30pm at 630-921-0239.
- 3. Only one rental per day is permitted and rental is on a first-come, first-served basis based on receipt of completed rental permit request and payment in full.
- 4. No shelter reservation issued to minors without parent or guardian.
- 5. Users of shelter may be asked to provide public liability insurance. The user must also agree to hold harmless the Geneva Park District for any accidents resulting in bodily injury or property damage.
- 6. No motorized or animal powered vehicles allowed in park.
- 7. No vehicles allowed on park grass or paths without prior permission.
- 8. Vehicles may enter Island Park through the locked south gate entrance only. Arrangements for access must be made in advance.
- 9. Catering or rental companies must remove their vehicle immediately after unloading.
- 10. Electrical outlets are available in the pavilion and stage.
- 11. Water is available from bathroom sinks or fountain only.
- 12. No tents allowed.
- 13. No inflatables are allowed.
- 14. No pyrotechnics or flammables allowed.
- 15. No gambling.
- 16. No obscene language, pictures or writing.
- 17. No alcoholic beverages or drugs allowed.
- 18. No loud speakers, live entertainment, or amplified acoustics without prior permission.
- 19. No propane grills or fire pits allowed. Stationary charcoal grills are available at Wheeler Park, near both pavilions and at Island Park. Charcoal grills may be brought into the parks and operated by caterers only.
- 20. No soliciting.
- 21. No fundraising.
- 22. No advertisement of any kind.
- 23. No permit issued for monetary gain.
- 24. No food or concessions to be sold.
- 25. No selling goods, wares or merchandise.
- 26. Obstruction of the bike path is prohibited.
- 27. Geneva Park District is not responsible for loss of personal property or personal injury.
- 28. Any damage to shelter, equipment or grounds will be charged to individual or group signing permit.
- 29. Park closing hour shall be 10:00 P.M. or as posted.
- 30. Shelter and surrounding area must be left clean.



Park Pavilion Rental Permit Request

Organiza	tion Name	(if applica	ıble)								
Address				City			State	_ Zi	р Сос	de	
Primary F	Phone			5	Secondar	y Phone					
Email											
				Island Park Pa			TED ATTENDA	NCE:			_
PURPOSE:											
RENTAL D	ATE:			ENTAL HOURS:							
Name				P	hone						
Name				P							
tinually strives to re ents/guardians of n oonsible for determ	ct (the "Park Disti educe such risks a ninors registering ining if you or yo	nd insists that for this progra ur minor child	all participants follo am/activity must rec /ward are physically	is recreation programs a ow safety rules and instr ognize that there is an i fit and/or adequately sl o consult a physician bef	uctions that an herent risk of illed for recrea	e designed to injury when cl tional activitie	protect the participa hoosing to participat es. It is always advisa	nts' safet e in recre	y. Howev ational ad	er, particip ctivities. Yo	pants and ou are solely
ditioning and equip ement weather, slip ervision and instruc IVER AND RELEASE ise read this form c ries, damages or lo her agree to waive uding its officials, a	ment, there is sti os and falls, poor ction or officiating OF ALL CLAIMS Al arefully and be av ss in which you of and relinquish all gents, volunteers	II a risk of seri skill level or co g, and premise ND ASSUMPTI vare that in sig r your minor c claims I or my and employed	bus injury when part anditioning, careless s defects. It is impos ON OF RISK gning up and particip hild/ward might sust minor child/ward m es (hereinafter collect	mental and emotional re icipating in any recreati ness, horseplay, unsport sible for the Park Distric pating in the program(s), cain as a result of partici nay have (or accrue to m tively referred as "Parti may accrue to me or m	onal activity. D smanlike cond t to guarantee you will be ex pating in any a e or my child/n es"). I do heret	epending on t uct, lack of sai absolute safe pressly assumi nd all activities ward) as a resu by fully release	he particular activity fety equipment, inac ty. ng the risk and legal s connected with and ult of participating in and forever dischar	, certain r lequate of liability and l associate this prog ge the Pa	isks and o r defectiv nd waivin ed with tl ram/activ rties from	dangers m e equipme g and rele ne prograr rity againsi n any and a	ay exist due ent, failure ir asing all clain n(s)/activity t the Park Di all claims for
gram(s)/activity(ies) ve read and fully ur ature shall substitu derstand that my cl d to promote the Pa	derstand the abo ite for and have t hild/ward or I ma ark District's recr guidelines, I	ove important he same legal y be photogra eation program 'ules, reg	information, warning effect as an original ohed or videotaped v ns. Such photos and ulations and l i	, g of risk, assumption of I	isk and waiver ark District pro e property of t	and release o gram. I give p he Park Distric	f all claims. If registe ermission for photos :t.	ring onlin and video	e or via fa o images	ox, my onli of my child	ne or facsim d/ward or m
Signature_							Da	te			
Payment:	Check	Cash	Credit Card	Card Expirati	Number on Date		CVV	#			
Office Use											



Geneva Park District Stone Creek Miniature Golf 101 North Street Geneva, IL 60134



Group Rate Request Form

*The intention of this form is to request and schedule a discounted group rate for any group over 10 persons. Group rental rates will not be allowed without prior submission and approval of this form. Approval does not close the course to the public. Group rate requests may be denied if the group criteria are not met or there are too many other groups using the course during the requested time.

Name of Person:				
Name of Organizati	on:			
Address:		City:	Zip:	
Contact Phone Nur	nber:			
Email:				
Date Requested:	Ti	me to start golf:		
Approximately how i	many golfers (Must be 10	or more):		
Payment (circle on	e): Day of Rental	Pre-Pay at Par	k District	
Rate Per Golfer:	\$4 Resident Non-Profit	\$5 Resident	\$6 Non-Resident	

*Show this form to miniature golf attendant prior to playing

As an authorized representative of the above-named group/organization, I hereby request the use of the Stone Creek Miniature Golf Course as indicated and agree to the fulfillment of regulations and payments governing the use of this facility. As a representative of the above-named group/organization, I agree to personally coordinate and follow all posted rules and direction of Stone Creek Miniature Golf Staff.

Signature		Date	
Rental Fee	For Office I	Use Only	
Payment Type	Card Number		
Credit Card	Exp. Date	CVC/CVV	
Signature		Date	

Miniature Golf Course Rules:

The following rules should be adhered to by all individuals playing Stone Creek Miniature Golf Course. It is the responsibility of the attendant to see that these rules are obeyed.

- 1. Be considerate of others and enjoy your round of golf.
- 2. No more than 4 players in a group.
- 3. Please do not make your first putt until the group ahead has finished on the hole.
- 4. Ball nearest to the cup putts first.
- 5. Seven stroke limit on all holes. Mark 8 and move on.
- 6. An out of bounds ball is placed in at the point of exit with a one-stroke penalty.
- 7. Please do not shoot from the hazards.
- 8. Ball may be moved 6" from the rail without penalty.
- 9. NO full swings at any time.
- 10. Players must wear shirts and shoes at all times on the course.
- 11. Minimum age without supervision is 10 years.
- 12. Return Putter to counter when leaving
 \$.50 charge for lost balls
 \$10.00 charge for damaged putters