



**Renter, agrees to the following conditions as part of the consideration for leasing of said facility:**

1. The Board of Trustee, its Board of Trustees, officers, agents, and employees, do not assume any liability for property lost, stolen or damaged on Park District premises, or for personal injuries sustained on the premises, and the undersigned hereby releases and waives any claim for personal injury or property damage sustained on Park District premises. The undersigned further agrees to indemnify, defend and hold harmless the Park District, its Board of Trustees, officers, agents and employees from and against all claims, suits, judgments, or damages of any kind or nature arising out of or relating to any use of Park District premises, except to the extent such damages were caused by an act or omission of the Park District.
2. Renter will be personally responsible for and will pay for any damage to Park District property arising out of the use of said facility pursuant to this permit/contract.
3. Renter will comply with all applicable Park District ordinances and other rules governing conduct on Park District premises in addition to compliance with all applicable local, state and federal laws.
4. Indoor rentals require payment of 50% of the total rental fee and the security deposit at the time the contract is signed. The remaining balance is due in full two weeks prior to the rental.
5. Outdoor rentals require full payment prior to a permit being issued.
6. Admission fees or charges may not be imposed, nor shall the vending of any food, drink, and/or merchandise be allowed without appropriate Park District permits.
7. Distribution of alcohol is prohibited without an appropriate Park District permit.
8. If applicable, Renter may be required to provide a certificate of insurance naming the Springfield Park District as an additional insured in the amount of \$1 million prior to the rental.
9. If event requires security, renter is required to utilize off-duty Park District Police Officers at their current pay rate before obtaining security or police coverage from other sources. To coordinate police coverage, please call 217-698-6030.
10. Bounce Houses & water features such as Slip 'n Slides are strictly prohibited at permitted Park District Shelters.
11. All vehicles must be confined to the designated roadways, drives and parking lot areas.
12. If applicable, it is the responsibility of the renter to coordinate placement of units with the Maintenance Department prior to rental and for fees associated with the rental of porta-potties and to comply with any applicable laws regarding ADA Accessibility Requirement for portable restroom facilities. Coordinate with Jason Graham, Superintendent of Park District prior to rental by calling 753-6212.
13. Weapons, firecrackers or similar devices shall not be brought onto Park District property.
14. Chairs and tables provided for rentals of indoor facilities must remain inside rental facilities at all times.
15. Chairs are not provided by the Park District for wedding sites.
16. No open candles are allowed.
17. Party materials (ie: confetti, etc.) must be cleaned up prior to renter leaving premises.
18. Decorations must be put up in a manner that won't harm the facility when decorating or removing after rental.
19. Glass bottles are not permitted in picnic areas, playgrounds or on ball diamonds.
20. All signs must be removed from Park District property at the close of your event.
21. If barricades are requested for a walk/event, it is the renter's sole responsibility to set up and take down barricades (provided by park district) for event.
22. NO PAINT is allowed when marking the route of a run/walk. Only chalk or cones may be used.
23. **Permit fee is non-refundable. Rain or Shine.**