

Grayslake Community Park District Field Reservation Agreement

The Grayslake Park District has adopted the following policy for the reservation of our fields. Anyone wishing to reserve a field must abide by the following guidelines and fill out the appropriate permit application. The Grayslake Park District must approve all applications.

Groups of 10 or more wishing to use fields in the parks are required to secure a permit prior to their visit. Resident Rate must be composed of a minimum of 50 percent of the membership residing within the Grayslake Park District boundaries. The Grayslake Park District's Park Ranger patrols and checks for valid permit holders. For a complete list of amenities at each of the fields, please refer to the map and park guide at the back of the brochure or www.glpd.com.

NOTE: All reservations with over 100 people in attendance require Park Board approval and fees will determine based upon usage and additional needs.

The availability of any field rental site is subject to Park District programs/events or community based Park District sponsored/affiliated functions.

Reservation Information & Fees:

Registration must be done in-person at the Recreation Center, 240 Commerce Dr., at least 10 days prior to date to secure a permit. Rental fees and refundable deposit must be paid at the time of reservation. Open reservations begin March 1.

Available Dates: Monday through Sunday, April 1 - October 30 (weather pending) from sunrise to sunset.

1. Priority use of the parks shall be as follows:

- **Group A** – Park District sponsored activities and events
- **Group B** – School District #127, #46, #50 and Grayslake Charter/Private Schools Sponsored activities and events
- **Group C** – Not for Profit Groups
- **Group D** – Residents of the Grayslake Park District and all church groups
- **Group E** – Non-Residents

Class	Description	Softball or Baseball Field	Soccer	Additional Fees
A	Park District			
B	School District #46, #50, Grayslake Charter/Private Schools	\$24 per hour \$34 Lights per hour	\$24 per hour \$44 Lights per hour	\$54 Field Stripe Softball/Baseball Only
C	Not for Profit	\$25 per hour \$35 Lights per hour	\$25 per hour \$45 Lights per hour	\$55 Field Stripe Softball/Baseball Only
D	GLPD Residents and All church groups	\$30 per hour \$50 Lights per hour	\$35 per hour \$60 Lights per hour	\$55 Field Stripe Softball/Baseball Only
E	Non Residents	\$55 per hour \$95 Lights per hour	\$60 per hour \$105 per hour	\$55 Field Stripe Softball/Baseball Only

Deposit: A refundable deposit of \$50.00 is required for all reservations. The deposit will be returned provided the Field is properly cleaned upon completion and no damage has been done to the park or park property.

Cancellations: Cancellations made at least 5 days prior to a reserved date will receive a full refund of deposit and rental fees paid. Cancellations made less than 5 days prior to a reserved date are eligible for a 50% refund of rental fees and a full refund of the security deposit.

Rentals cancelled due to inclement weather may be given the opportunity to reschedule at a later date, depending on availability. Park District staff reserves the right to determine the severity of inclement weather and the opportunity to reschedule the rental. Park District staff may cancel a rental based upon severe weather, potential impact on the field or for any other sufficient reason. Full refunds will be issued if a reschedule date cannot be agreed upon.

Additional Equipment Fee: If you require field striping, additional garbage cans, picnic tables, sporting equipment, etc. there will be an additional charge.

Additional Information:

- There is no alcohol allowed in any of our parks; except when authorized by the Grayslake Community Park District Board of Commissioners.
- All Field Reservations need to be made by an Adult-21 years or older.
- Organized Teams must provide proof of liability insurance in the amount of a \$1,000,000 naming the Grayslake Community Park District Additional Insured.
- Upon completion of a rental, the group must immediately leave the field to allow for the timely start of the next rental, program, league or event. Groups not leaving in a timely fashion will be charged for additional field usage.
- All materials and equipment brought by the renter must be removed promptly at the conclusion of the activity.
- The person making the reservation is responsible for the conduct of all involved people.
- The renter may not charge an admission, sell tickets or solicit donations at the facility without the written consent of the Grayslake Community Park District Board of Commissioners.
- For the safety of all participants at the Grayslake Community Park District Fields, please inform all coaches and officials of the following guidelines: Whenever lightning is observed or thunder is audible, all outdoor activities should be suspended for a minimum of 30 minutes after the last sign of lightning or thunder is noted.
- It is the coaches and umpires/referees responsibility to remove all players from athletic fields at the first sight of lightning or the first sound of thunder and **all** athletic teams must take cover in their vehicles and remove themselves from all dugouts and fields.

By signing the Sports Field Rental Application I, the undersigned, have read and understand the Grayslake Community Park District's Field Usage Rules, Soccer Goal Safety and Education Policy, and the Sever Weather Policy. I take full responsibility as a Permitted User for my group to comply with these policies.



Grayslake Park District

Sports Field Rental Application

Team/Organization Name _____ Sport _____ Age Group _____

Field/Park Requested _____ Type of Event _____

Contact/Name _____ Alternate Contact _____

Address _____ Address _____

City _____ Zip _____ City _____ Zip _____

Home _____ Cell _____ Home _____ Cell _____

e-mail _____ e-mail _____

Date	Times	Date	Times
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I have read & understand all rules and policies associated with this rental.

Signature _____ Date _____

For Office Use Only			
Certificate of Insurance Received By _____		Date Received _____	Resident _____ Non Resident _____
\$ _____	\$ _____	\$ _____	Received By _____
Deposit	Field Rental Fee	# of Days	Total Paid
Visa/MasterCard/Discover# _____		Expiration Date _____	CVV# _____
Signature for Credit Card _____			