



Grayslake Park District

240 Commerce Drive
Grayslake, IL 60030
P: (847) 223-7529 | F: (847) 223-6386

OFFICE USE ONLY

Date/Time Received: _____
Staff Initials: _____
Permit Number: _____

Athletic Field Rental Application

Renter Name: _____ Team/Organization Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Emergency/Alternate Contact: _____ Emergency Phone: _____

Field Request

Athletic Activity & Field for Request: (please choose activity and circle up to three field choices - map on back)

- | | | | |
|-----------------------------------|---|---|--|
| <input type="checkbox"/> Baseball | Alleghany Field 2 | Alleghany Field 4 | Aquatics Field |
| <input type="checkbox"/> Softball | Alleghany Field 1
Alleghany Field 6 | Alleghany Field 3
Alleghany Field 7 | Alleghany Field 5
Aquatics Field |
| <input type="checkbox"/> Soccer | Alleghany Field 1A
Alleghany Field 2
Alleghany Field 5
Alleghany Field 8 | Alleghany Field 1B
Alleghany Field 3
Alleghany Field 6
Aquatic Field | Alleghany Field 1C
Alleghany Field 4
Alleghany Field 7 |

Priority use of the parks shall be as follows:

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

Group	Baseball	Softball	Soccer	Additional Fees
A	-	-	-	-
B	\$29/hour Field \$39/hour Lights	\$29/hour Field \$39/hour Lights	\$29/hour Field \$49/hour Lights	\$59 Field Stripes (baseball/softball only)
C	\$30/hour Field \$40/hour Lights	\$30/hour Field \$40/hour Lights	\$30/hour Field \$50/hour Lights	\$60 Field Stripes (baseball/softball only)
D	\$35/hour Field \$55/hour Lights	\$35/hour Field \$55/hour Lights	\$40/hour Field \$65/hour Lights	\$60 Field Stripes (baseball/softball only)
E	\$60/hour Field \$100/hour Lights	\$60/hour Field \$100/hour Lights	\$65/hour Field \$110/hour Lights	\$60 Field Stripes (baseball/softball only)

Requested Date: _____ Arrival Time: _____ Departure Time: _____

Requested Date: _____ Arrival Time: _____ Departure Time: _____

Requested Date: _____ Arrival Time: _____ Departure Time: _____

Requested Date: _____ Arrival Time: _____ Departure Time: _____

Requested Date: _____ Arrival Time: _____ Departure Time: _____

Alleghany Park



Central Park



GRAYSLAKE COMMUNITY PARK DISTRICT INDEMNITY FORM

In consideration of the permission granted by the GRAYSLAKE COMMUNITY PARK DISTRICT, to the undersigned to use the following Park District facilities.

The undersigned, _____, hereby expressly agrees to release, discharge and hold said Park District of Grayslake harmless and to indemnify and to protect said Park District from any claims for damages, whether it be bodily or property, and to defend the Park District from any claim for damages of any nature resulting from the use of said premises, facilities and/or equipment by the undersigned, its agents, representatives, invitees, or other persons whether caused by the negligence of the Park District and its employees or otherwise. The undersigned agrees to reimburse the Park District of any damages to Park District property resulting from stated activity. It is also agreed that NO alcoholic beverages or smoking will be permitted on ParkDistrict property at any time, unless otherwise stated by the Board of Commissioners.

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

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY

Approved: YES NO Field Requested: _____

Dates Approved: _____ Times Approved: _____

Approved By: _____ Approval Date: _____

Certificate of Insurance Received by: _____ Date Recieved: _____

Additional Info: _____

RENTER OR OFFICE USE

Group: A B C D E

Deposit: \$ _____ Rental Fee: \$ _____ Total Paid: \$ _____ Recieved By: _____

Visa / MasterCard / Discover / Amex Expiration Date: _____ CVV#: _____

Credit Card Number: _____

Authorization Signature for Payment: _____



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Athletic Field Rental Policies

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.

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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:

- Alcohol is prohibited 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 rental.
- 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.