



COLLINSVILLE AREA RECREATION DISTRICT
www.CollinsvilleRec.com

10 Gateway Drive, Collinsville, Illinois 62234 • (618) 346-PLAY(7529) • (618) 346-7530 (fax)

ARCHERY RANGE RENTAL AGREEMENT

Organization Name _____ Date _____

Contact Person (Renter) _____ Cell # _____

Alternate # _____ E-mail _____

Address _____

City _____ State _____ ZIP Code _____

Reason for Archery Rental _____

Dates and Times of Rental Request:

Preferred Date _____ Preferred Time _____ Estimated Attendance _____

PRICING:

School Field Trips: Contact Jessica Jader at jessica.jader@collinsvillerec.com for pricing information.

Birthday Parties/Other Rentals:

Number of Participants	Minimum Hours Required	Cost
Up to 12	1 Hour	\$50/In District, \$60/Out of District
13-18	1.5 Hours	\$75/\$90
19-24*	2 Hours	\$100/\$120

*If your group is larger than 24 participants please contact Jessica Jader at jessica.jader@collinsvillerec.com

Additional time can be added at a rate of \$25/In-District or \$30/Out of District per **half hour**.

Reservations include:

- An Archery Instructor for the duration of your time.
- All equipment needed.
- Safety and skill instruction.

The undersigned, as renter or as renter's duly authorized agent in this regard, represent that he/she/they are the same party named above and agrees to the following:

This form is a request until it is approved and all required fees are paid. Requests must be received at least 21 days prior to the rental date, unless otherwise approved and will be reviewed within 5 business days of being received. No deposit or payment is due with this application.

The Renter agrees to submit payment, as determined by the CARD Recreation Coordinator, by the date indicated when notified of approval. Failure to submit payment by the date requested will make this request null and void and may result in loss of requested date/time slots.

Renter's willful misrepresentation of any fact contained in the application shall constitute grounds for CARD to, without prior notice or inquiry of any kind, cancel, revoke, or rescind any permit that may have been approved and granted to the Renter.

The Renter has read and understands the Collinsville Area Recreation District Field User Rules and Regulations and as the responsible party for the field rental, the Renter agrees he/she/they will make all users and participants aware and will actively enforce the rules and regulations associated with the use of the athletic fields.

It is fully understood and agreed that the representative and their organization guarantees to defend, indemnify and hold harmless the Collinsville Area Recreation District, its officers, employees, volunteers and agents against any and all liabilities, claims, damages, losses, costs and expenses (including reasonable attorneys' fees) arising indirectly or directly in connection with or under, or as a result of this agreement..

Printed Name of Responsible Party

Signature of Responsible Party

Date of Signature

Title/Office (if applicable)

Please sign and return this Archery Rental Request & Agreement:

Collinsville Area Recreation District
ATTN: Jessica Jader
10 Gateway Drive
Collinsville, IL 62234

Phone: 618.346.7529
Fax: 618.346.7530
Email: jessica.jader@collinsvillerec.com

OFFICE USE ONLY

Approved: Yes No Decision Made By: _____

Signature: _____

Payment Due Date: _____ Amount Required: _____

Date Paid: _____

Notes: _____

ARCHERY RANGE RULES & REGULATIONS

1. Range use is limited to the specified times as noted on the permit, the archery instructor will pick up the group no later than 5 minutes before the rental at the designated meeting spot to ensure instruction begins on time.
2. Rental may be cancelled with no refund if the group fails to follow CARD regulations.
3. Rental groups shall take sincere steps to encourage participants and spectators to demonstrate respect for the facilities.
4. Rental groups must collect and deposit all trash from the archery range into appropriate containers immediately following the rental. Please help keep our parks clean and do not litter.
5. Rental groups are required to have an identifiable representative, who is over the age of 21, on site for the duration of the rental that the CARD representative can talk to with any problems or concerns.
6. In case of bad weather, CARD and the group representative will work to either reschedule the rental or prepare a refund.
7. Rentals must be between 8AM and 6PM or dusk, whichever is earlier.
8. The speed limit in all of the parks is 15 MPH. The posted speed limit must be observed.
9. All vehicles within the parks should only be driven and parked on designated roadways and parking lots. No parking on the grass.
10. Driveways and entrances must be clear at all times. Violators may be ticketed or towed at the owner's expense.
11. No activity will be permitted which is in violation of local, state, and federal statutes. Rental groups must adhere to all City of Collinsville police and fire codes during the use of CARD facilities and parks. Any participants violating any of these rules may be asked to vacate premises.
12. Rental groups are responsible for any contractors (photographer, sports equipment, airbrush artist, etc.) hired. It is the responsibility of the rental group to insure their contractors and vendors comply with all facility policies and regulations. All items needed for the event must be delivered and removed from the facility during the hours designated on the agreement.
13. The Collinsville Area Recreation District is not responsible for any personal property loss or damage to vehicles. The Collinsville Area Recreation District reserves the right to terminate its permit if regulations and/or rules are not followed.
14. Each rental group needs to designate a Responsible Party for all archery rentals, to participants and spectators about CARD procedures and rules.
15. Rental groups should leave the field and suspend ALL outdoor activities if lightning is observed or thunder is audible. Everyone should immediately seek shelter in a building or

automobile and remain in shelter until twenty (20) minutes following the last sign of thunder or lightning.

16. CARD reserves the right to cancel any event or to restrict access to the fields due to an emergency, severe weather, vandalism, poor playing conditions or damage that could cause safety concerns.
17. The CARD use of parks ordinance and all rules and regulations listed here and posted at the site shall be adhered to.